



PARKLAND  
COLLEGE

YOUR Answer...

*Annual Report  
Appendices*

09.10

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# **Board of Governors' Report**

The Parkland College Board of Governors carried on many of their regular duties throughout the year. These included approval of the monthly financial statements, approval of the Trimester reports presented by management, review of the Regional Colleges' Act and Regulations, approval of the Audited Financial Statements, Business Plan, Needs Assessment and Annual Report, facility leases and approval of high cost technology purchases.

The Audit Finance Committee is responsible for working closely with management throughout the yearly auditing process and to recommend to the full Board approval of the annual Audited Financial Statements.

The Board Advocacy Committee role is to assist the Board of Governors in planning and executing the job of advocacy, communications, relationship-building and fundraising with its many and varied external publics. This role was accomplished through the communication of key messages about Parkland College through individual and group meetings held with key political contacts, stakeholders and the public.

Members of the Board attended the Governors' Leadership Development Workshop, Association of Saskatchewan Regional Colleges meetings, Association of Canadian Community Colleges Conference, Literacy Recognition Event, and College Graduation. A Board member participated on the provincial Board Leadership Development committee.

The Board of Governors endorsed the Business Plan for development of a Trades and Technology Centre in Yorkton and a Concept design was commissioned.

The Parkland College Board of Governors ratified the September 1, 2009 to August 31, 2012 Collective Agreement with the Saskatchewan Government and General Employees Union.

A Sustainability Development Policy was approved by the Board of Governors which commits staff, students and the community of the College to sustainability and stewardship in all areas of operations, endeavors, functions and activities on all College campuses.

Parkland College Board of Governors is proud of the work the College has accomplished over the year and is proud to present the College's 2009-2010 Annual Report.

## **BOARD MEMBERS**

Sally Bishop, Kamsack  
D. Lydia Cyr, Fort Qu'Appelle  
Del Killick, Melville  
Robert Maloney, Yorkton  
John Oussoren, Sturgis  
Raymond Sass, Yorkton  
Doris Stelmackowich, Melville

## **BOARD MEETINGS 2009-10**

8 Regular Meetings  
1 Constitutional Meeting  
4 Special Meetings  
2 Audit Committee Meetings

## **EXECUTIVE COMMITTEE**

Del Killick  
Raymond Sass

## **ASSOCIATION OF SASKATCHEWAN REGIONAL COLLEGES**

Del Killick

## **FINANCE/AUDIT COMMITTEE**

Sally Bishop  
Ryan Hoffman  
Del Killick  
Fay Myers  
Doris Stelmackowich

## **ADVOCACY COMMITTEE**

Del Killick  
Raymond Sass

# Key Performance Measures

## KEY PERFORMANCE INDICATOR #1

| Number of Student Enrollments - expressed in terms of full load equivalents (FLE) for all credit and non-credit programs. | Baseline (FLE's) | 2009-10 Target (FLE's) | 2009-10 Results (FLE's) |
|---------------------------------------------------------------------------------------------------------------------------|------------------|------------------------|-------------------------|
| 1a) Skills Training - Institute Credit (includes Institute Credit-SIAST, Institute Credit-Other and Apprenticeship)       | 174              | 280.5                  | 255.3                   |
| b) Skills Training - Industry Credit                                                                                      | 153              | 117.7                  | 92.0                    |
| c) Skills Training - Non-Credit                                                                                           | 57               | 44.1                   | 75.1                    |
| d) Adult Basic Education - Credit                                                                                         | 153              | 233.5                  | 234.3                   |
| e) Adult Basic Education - Non-Credit                                                                                     | 137              | 96.0                   | 149.4                   |
| f) University - Credit                                                                                                    | 82               | 80.1                   | 67.2                    |

## KEY PERFORMANCE INDICATOR #2

| Participation, Employment, and Continued to Take Further Training (Rates for Aboriginal Students in %'s, Credit Programs only) | Baseline (%'s)        | 2009-10 Target (%) | 2009-10 Results (%) |
|--------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------|---------------------|
| <b>2A. Aboriginal Participation (Enrollment) Rate (full-time/part-time)</b>                                                    |                       |                    |                     |
| a) Skills Training - Institute Credit                                                                                          | 29                    | 30                 | 18                  |
| b) Skills Training - Industry Credit                                                                                           | 19                    | 20                 | 20                  |
| c) Adult Basic Education - Credit                                                                                              | 60                    | 60                 | 47                  |
| d) University - Credit                                                                                                         | 20                    | 20                 | 29                  |
| <b>2B. Graduation Rates of Aboriginal Persons ** (full-time)</b>                                                               | ** Revised            |                    |                     |
| a) Skills Training - Institute Credit                                                                                          |                       |                    |                     |
| i) As % of Graduates                                                                                                           | 47                    | 48                 | 18                  |
| ii) As % of Aboriginal Enrolments                                                                                              | 62                    | 60                 | 70                  |
| b) Skills Training - Industry Credit                                                                                           |                       |                    |                     |
| i) As % of Graduates                                                                                                           | no full-time students | n/a                | n/a                 |
| ii) As % of Aboriginal Enrolments                                                                                              | no full-time students | n/a                | n/a                 |
| c) Adult Basic Education - Credit                                                                                              |                       |                    |                     |
| i) As % of Graduates                                                                                                           | 54                    | 55                 | 71                  |
| ii) As % of Aboriginal Enrolments                                                                                              | 26                    | 26                 | 28                  |
| <b>2C. Aboriginal Employment Rate (full-time)</b>                                                                              |                       |                    |                     |
| a) Skills Training - Institute Credit                                                                                          | 78                    | 80                 | 55                  |
| b) Skills Training - Industry Credit                                                                                           | no full-time students | n/a                | n/a                 |
| c) Adult Basic Education - Credit                                                                                              | 57                    | 60                 | 79                  |
| <b>2D. Aboriginal Continued to Further Training (full-time)</b>                                                                |                       |                    |                     |
| a) Skills Training - Institute Credit                                                                                          | 57                    | 60                 | 28                  |
| b) Skills Training - Industry Credit                                                                                           | no full-time students | n/a                | n/a                 |
| c) Adult Basic Education - Credit                                                                                              | 71                    | 71                 | 89                  |

# Key Performance Measures

## KEY PERFORMANCE INDICATOR #3

| Number of Graduates/Completers for all Credit Programs (In #'s of students) | Baseline<br>(# of students) | 2009-10<br>Target<br>(# of students) | 2009-10<br>Results<br>(# of students) |
|-----------------------------------------------------------------------------|-----------------------------|--------------------------------------|---------------------------------------|
| <b>3A. Number of Graduates</b>                                              |                             |                                      |                                       |
| a) Skills Training - Institute Credit (full-time/part-time)                 | 127                         | 180                                  | 217                                   |
| b) Skills Training - Industry Credit (full-time/part-time)                  | 268                         | 260                                  | 194                                   |
| c) Adult Basic Education - Credit (full-time/part-time)                     | 53                          | 65                                   | 119                                   |
| <b>3B. Number of Completers</b>                                             |                             |                                      |                                       |
| a) Skills Training - Institute Credit (full-time/part-time)                 | 212                         | 260                                  | 287                                   |
| b) Skills Training - Industry Credit (full-time/part-time)                  | 58                          | 50                                   | 26                                    |
| c) Adult Basic Education - Credit (full-time/part-time)                     | 139                         | 140                                  | 352                                   |

## KEY PERFORMANCE INDICATOR #4

| Participation, Employment, and Continued to Take Further Training (Rates for all students in %'s, for credit programs only) | Baseline<br>(%'s)     | 2009-10<br>Target<br>(%'s) | 2009-10<br>Results<br>(%'s) |
|-----------------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------|-----------------------------|
| <b>4A. Participation (Enrolment) Rate (full-time/part-time)</b>                                                             |                       |                            |                             |
| a) Skills Training - Institute Credit                                                                                       | 33                    | 40                         | 35                          |
| b) Skills Training - Industry Credit                                                                                        | 25                    | 20                         | 14                          |
| c) Adult Basic Education - Credit                                                                                           | 27                    | 27                         | 41                          |
| d) University - Credit                                                                                                      | 15                    | 13                         | 10                          |
| <b>4B. Graduation Rates of Students ** (full-time)</b>                                                                      | ** Revised            |                            |                             |
| a) Skills Training - Institute Credit                                                                                       |                       |                            |                             |
| i) As % of Enrolments                                                                                                       | 64                    | 65                         | 74                          |
| c) Skills Training - Industry Credit                                                                                        |                       |                            |                             |
| i) As % of Enrolments                                                                                                       | no full-time students | n/a                        | n/a                         |
| d) Adult Basic Education - Credit                                                                                           |                       |                            |                             |
| i) As % of Enrolments                                                                                                       |                       | 27                         | 28                          |
|                                                                                                                             |                       |                            | 26                          |
| <b>4C. Employment Rate (full-time)</b>                                                                                      |                       |                            |                             |
| a) Skills Training - Institute Credit                                                                                       | 89                    | 90                         | 87                          |
| b) Skills Training - Industry Credit                                                                                        | no full-time students | n/a                        | n/a                         |
| c) Adult Basic Education - Credit                                                                                           | 56                    | 60                         | 77                          |
| <b>4D. Continued to Further Training Rates (full-time)</b>                                                                  |                       |                            |                             |
| a) Skills Training - Institute Credit                                                                                       | 72                    | 70                         | 62                          |
| b) Skills Training - Industry Credit                                                                                        | no full-time students | n/a                        | n/a                         |
| c) Adult Basic Education - Credit                                                                                           | 76                    | 76                         | 83                          |

# Key Performance Measures

## KEY PERFORMANCE INDICATOR #5

|                                                                | Baseline<br>(\$'s) | 2009-10<br>Target<br>(\$'s) | 2009-10<br>Results<br>(\$'s) |
|----------------------------------------------------------------|--------------------|-----------------------------|------------------------------|
| JobStart/Future Skills Investment<br>(In Contract \$ Received) | \$330,041          | \$380,000                   | \$322,457                    |

## KEY PERFORMANCE INDICATOR #6

|                                                     | Baseline<br>(\$'s) | 2009-10<br>Target<br>(\$'s) | 2009-10<br>Results<br>(\$'s) |
|-----------------------------------------------------|--------------------|-----------------------------|------------------------------|
| Total Contractual Revenue (In Contract \$ Received) | \$727,792          | \$867,000                   | \$1,402,235                  |

**NOTE:** Effective 2009-10, Graduation rates are based on full-time students only (not full-time and part-time students); therefore, baselines have been revised accordingly in Section 2B and 4B. This change in calculation was implemented to more accurately reflect graduation rates, as majority of part-time enrolments are "completed" and not graduated.

**\*Completer:** Any participant who has successfully completed course requirements or remained to the end of the program.

**\*Graduate:** Any participant who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institute.

# Enrollment by Program

Table 1 - Comprehensive Enrollment by Program Groups for the Whole College

|                       | Program Groups                                                                                  | Actuals           |                   |                       |              |                   |                   |                       |               |
|-----------------------|-------------------------------------------------------------------------------------------------|-------------------|-------------------|-----------------------|--------------|-------------------|-------------------|-----------------------|---------------|
|                       |                                                                                                 | 2008-2009         |                   |                       |              | 2009-2010         |                   |                       |               |
|                       |                                                                                                 | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs         | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs          |
| SKILLS TRAINING       | Institute Credit:                                                                               |                   |                   |                       |              |                   |                   |                       |               |
|                       | SIAST                                                                                           | 145               | 271               | 1                     | 166.3        | 134               | 255               | 5                     | 164.18        |
|                       | Other:                                                                                          | 31                | 50                |                       | 50.9         | 53                | 60                |                       | 41.56         |
|                       | Apprenticeship & Trade                                                                          | 34                | 27                |                       | 50.8         | 35                | 10                |                       | 49.50         |
|                       | <b>Total Institute Credit</b>                                                                   | <b>210</b>        | <b>348</b>        | <b>1</b>              | <b>268.0</b> | <b>222</b>        | <b>325</b>        | <b>5</b>              | <b>255.24</b> |
|                       | <b>Total Industry Credit</b>                                                                    | <b>0</b>          | <b>295</b>        | <b>743</b>            | <b>97.0</b>  | <b>0</b>          | <b>217</b>        | <b>713</b>            | <b>91.95</b>  |
|                       | Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit) |                   |                   |                       |              |                   |                   |                       |               |
|                       | <b>Total Non-Credit</b>                                                                         | <b>0</b>          | <b>139</b>        | <b>635</b>            | <b>91.8</b>  | <b>0</b>          | <b>145</b>        | <b>492</b>            | <b>75.12</b>  |
|                       | <b>TOTAL SKILLS TRAINING</b>                                                                    | <b>210</b>        | <b>782</b>        | <b>1,379</b>          | <b>456.8</b> | <b>222</b>        | <b>687</b>        | <b>1,210</b>          | <b>422.31</b> |
|                       |                                                                                                 |                   |                   |                       |              |                   |                   |                       |               |
| ADULT BASIC EDUCATION | ABE Credit:                                                                                     |                   |                   |                       |              |                   |                   |                       |               |
|                       | Adult 12                                                                                        | 107               | 139               |                       | 109.0        | 119               | 294               |                       | 154.11        |
|                       | Adult 10                                                                                        | 78                | 79                |                       | 63.6         | 107               | 60                |                       | 76.66         |
|                       | Academic GED                                                                                    | 0                 | 25                |                       | 2.9          | 0                 | 67                |                       | 3.55          |
|                       | <b>Total ABE Credit</b>                                                                         | <b>185</b>        | <b>243</b>        |                       | <b>175.5</b> | <b>226</b>        | <b>421</b>        |                       | <b>234.33</b> |
|                       | ABE Non-Credit:                                                                                 |                   |                   |                       |              |                   |                   |                       |               |
|                       | Employability/Life Skills                                                                       | 0                 | 47                |                       | 16.6         | 4                 | 157               |                       | 51.74         |
|                       | English Language Training                                                                       | 0                 | 112               |                       | 32.9         | 0                 | 147               |                       | 40.40         |
|                       | General Academic Studies                                                                        | 19                | 80                |                       | 32.5         | 22                | 82                |                       | 35.09         |
|                       | Literacy                                                                                        | 0                 | 81                |                       | 38.7         | 0                 | 75                |                       | 22.16         |
|                       | <b>Total ABE Non-Credit</b>                                                                     | <b>19</b>         | <b>320</b>        |                       | <b>120.7</b> | <b>26</b>         | <b>461</b>        |                       | <b>149.39</b> |
|                       | <b>TOTAL ADULT BASIC EDUCATION</b>                                                              | <b>204</b>        | <b>563</b>        |                       | <b>296.3</b> | <b>252</b>        | <b>882</b>        |                       | <b>383.72</b> |
| UNIVERSITY            | <b>Total University</b>                                                                         | <b>56</b>         | <b>90</b>         |                       | <b>67.0</b>  | <b>53</b>         | <b>102</b>        |                       | <b>67.19</b>  |
|                       | <b>TOTAL Enrollment</b>                                                                         | <b>470</b>        | <b>1,335</b>      | <b>1,379</b>          | <b>456.8</b> | <b>1,471</b>      | <b>1,711</b>      | <b>1,210</b>          | <b>879.42</b> |

2009-10 Results as of October 21, 2010

PT – Part-time

FT- Full-time

Cas – Casual

FLE – Full Load Equivalent

**Notes for Tables 1-4 inclusive:**

- When program sessions are scheduled for delivery over two program years, participation in each year will be determined by the courses delivered in each of the two years. The enrollments will be reported in the year the course session ends, and the student success in the year the program session ends.
- 2008-09 under "Institute Credit – Other" program group, 41 students are showing under PT enrollments due to a rounding error in the report. They should be in the FT enrollment column. This also affects 'Institute Credit – Other' enrollments shown on Table 1D, 2 and 3. All FLE's in this program group are reported correctly. This has been corrected in 2009-10 results.

**\*\*See Glossary for Definitions of Terms\*\***

# Enrollment by Program

Table 1A - Enrollment by Program Groups for CANORA Campus

| Program Groups          |                                                                                                 | Actuals           |                   |                       |             |                   |                   |                       |              |
|-------------------------|-------------------------------------------------------------------------------------------------|-------------------|-------------------|-----------------------|-------------|-------------------|-------------------|-----------------------|--------------|
|                         |                                                                                                 | 2008-2009         |                   |                       |             | 2009-2010         |                   |                       |              |
|                         |                                                                                                 | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs        | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs         |
| SKILLS TRAINING         | Institute Credit                                                                                |                   |                   |                       |             |                   |                   |                       |              |
|                         | SIAST                                                                                           | 0                 | 42                | 4                     | 7.5         | 0                 | 47                |                       | 11.36        |
|                         | Other                                                                                           |                   |                   |                       |             | 12                |                   |                       | 8.07         |
|                         | Apprenticeship & Trade                                                                          |                   |                   |                       |             |                   |                   |                       |              |
|                         | <b>Total Institute Credit</b>                                                                   | <b>0</b>          | <b>42</b>         | <b>4</b>              | <b>7.5</b>  | <b>12</b>         | <b>47</b>         |                       | <b>19.43</b> |
|                         | <b>Total Industry Credit</b>                                                                    | <b>0</b>          | <b>38</b>         | <b>105</b>            | <b>10.9</b> | <b>0</b>          | <b>37</b>         | <b>87</b>             | <b>16.95</b> |
|                         | Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit) |                   |                   |                       |             |                   |                   |                       |              |
|                         | <b>Total Non-Credit</b>                                                                         | <b>0</b>          | <b>0</b>          | <b>27</b>             | <b>1.4</b>  | <b>0</b>          | <b>1</b>          | <b>29</b>             | <b>1.79</b>  |
|                         | <b>TOTAL SKILLS TRAINING</b>                                                                    | <b>0</b>          | <b>80</b>         | <b>136</b>            | <b>19.8</b> | <b>12</b>         | <b>85</b>         | <b>116</b>            | <b>38.17</b> |
| ADULT BASIC EDUCATION   | ABE Credit                                                                                      |                   |                   |                       |             |                   |                   |                       |              |
|                         | Adult 12                                                                                        | 16                | 10                |                       | 12.6        | 21                | 13                |                       | 18.33        |
|                         | Adult 10                                                                                        | 20                | 29                |                       | 16.6        | 33                | 14                |                       | 22.13        |
|                         | Academic GED                                                                                    | 0                 | 16                |                       | 2.4         | 0                 | 10                |                       | 0.18         |
|                         | <b>Total ABE Credit</b>                                                                         | <b>36</b>         | <b>55</b>         |                       | <b>31.6</b> | <b>54</b>         | <b>37</b>         |                       | <b>40.64</b> |
|                         | Non-Credit                                                                                      |                   |                   |                       |             |                   |                   |                       |              |
|                         | Employability/Life Skills                                                                       |                   | 15                |                       | 3.3         | 0                 | 52                |                       | 5.99         |
|                         | English Language Training                                                                       |                   | 4                 |                       | 0.7         | 0                 | 13                |                       | 2.20         |
|                         | General Academic Studies                                                                        |                   | 22                |                       | 5.0         | 0                 | 10                |                       | 0.86         |
|                         | Literacy                                                                                        |                   | 1                 |                       | 0.4         |                   |                   |                       |              |
| UNIVERSITY              | <b>Total ABE Non-Credit</b>                                                                     | <b>0</b>          | <b>42</b>         |                       | <b>9.4</b>  | <b>0</b>          | <b>15</b>         |                       | <b>9.04</b>  |
|                         | <b>TOTAL ADULT BASIC EDUCATION</b>                                                              | <b>36</b>         | <b>97</b>         |                       | <b>41.0</b> | <b>54</b>         | <b>112</b>        |                       | <b>49.68</b> |
| UNIVERSITY              | <b>Total University</b>                                                                         | <b>0</b>          | <b>5</b>          |                       | <b>1.1</b>  | <b>0</b>          | <b>8</b>          |                       | <b>1.60</b>  |
| <b>TOTAL ENROLLMENT</b> |                                                                                                 | <b>36</b>         | <b>182</b>        |                       | <b>52.1</b> | <b>12</b>         | <b>105</b>        |                       | <b>38.17</b> |

2009-10 Results as of October 21, 2010

PT – Part-time

FT- Full-time

Cas – Casual

FLE – Full Load Equivalent

\*\*Note: Canora Campus includes Kamsack & area

# Enrollment by Program

Table 1B - Enrollment by Program Groups for ESTERHAZY Campus

|                              | Program Groups                                                                                         | Actuals           |                   |                       |      |                   |                   |                       |       |
|------------------------------|--------------------------------------------------------------------------------------------------------|-------------------|-------------------|-----------------------|------|-------------------|-------------------|-----------------------|-------|
|                              |                                                                                                        | 2008-2009         |                   |                       |      | 2009-2010         |                   |                       |       |
|                              |                                                                                                        | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs  |
| <b>SKILLS TRAINING</b>       | <b>Institute Credit:</b>                                                                               |                   |                   |                       |      |                   |                   |                       |       |
|                              | SIAST                                                                                                  | 0                 | 12                |                       | 2.9  | 0                 | 9                 |                       | 1.77  |
|                              | Other                                                                                                  |                   |                   |                       |      |                   |                   |                       |       |
|                              | Apprenticeship & Trade                                                                                 | 34                | 5                 |                       | 37.8 | 35                | 10                |                       | 49.50 |
|                              | <b>Total Institute Credit</b>                                                                          |                   |                   |                       |      | 35                | 19                |                       | 51.27 |
|                              | <b>Total Industry Credit</b>                                                                           | 0                 | 0                 | 38                    | 1.9  | 0                 | 0                 | 44                    | 1.50  |
|                              | <b>Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit)</b> |                   |                   |                       |      |                   |                   |                       |       |
|                              | <b>Total Non-Credit</b>                                                                                | 0                 | 0                 | 32                    | 1.5  | 0                 | 0                 | 5                     | 0.25  |
|                              | <b>TOTAL SKILLS TRAINING</b>                                                                           | 34                | 17                | 70                    | 44.1 | 35                | 19                | 49                    | 53.02 |
| <b>ADULT BASIC EDUCATION</b> | <b>ABE Credit:</b>                                                                                     |                   |                   |                       |      |                   |                   |                       |       |
|                              | Adult 12                                                                                               | 6                 | 37                |                       | 14.2 | 0                 | 219               |                       | 53.29 |
|                              | Adult 10                                                                                               | 3                 | 1                 |                       | 1.7  |                   |                   |                       |       |
|                              | Academic GED                                                                                           |                   |                   |                       |      |                   |                   |                       |       |
|                              | <b>Total ABE Credit</b>                                                                                | 9                 | 38                |                       | 15.9 | 0                 | 219               |                       | 53.29 |
|                              | <b>ABE Non-Credit:</b>                                                                                 |                   |                   |                       |      |                   |                   |                       |       |
|                              | Employability/Life Skills                                                                              |                   |                   |                       |      |                   |                   |                       |       |
|                              | English Language Training                                                                              | 0                 | 22                |                       | 7.0  | 0                 | 40                |                       | 11.40 |
|                              | General Academic Studies                                                                               |                   |                   |                       |      |                   |                   |                       |       |
|                              | Literacy                                                                                               |                   |                   |                       |      |                   |                   |                       |       |
|                              | <b>Total ABE Non-Credit</b>                                                                            | 0                 | 22                |                       | 7.0  | 0                 | 40                |                       | 11.40 |
|                              | <b>TOTAL ADULT BASIC EDUCATION</b>                                                                     | 9                 | 60                |                       | 22.9 | 0                 | 259               |                       | 64.69 |
| <b>UNIVERSITY</b>            | <b>Total University</b>                                                                                | 0                 | 1                 |                       | 0.1  | 0                 | 1                 |                       | 0.00  |

2009-10 Results as of October 21, 2010

PT – Part-time

FT- Full-time

Cas – Casual

FLE – Full Load Equivalent

**\*\*NOTE:** The "Online" Adult 12 program is entered under the Esterhazy Campus as that is the location of the primary instructor.

# Enrollment by Program

Table 1C - Enrollment by Program Groups for FORT QU'APPELLE Campus

|                                                                                                 |                         | Actuals           |                       |             |                   |                   |                       |              |  |
|-------------------------------------------------------------------------------------------------|-------------------------|-------------------|-----------------------|-------------|-------------------|-------------------|-----------------------|--------------|--|
|                                                                                                 |                         | 2008-2009         |                       |             |                   | 2009-2010         |                       |              |  |
| Program Groups                                                                                  | Student Enroll FT       | Student Enroll PT | Student Enroll Casual | FLEs        | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs         |  |
| SKILLS TRAINING                                                                                 |                         |                   |                       |             |                   |                   |                       |              |  |
| Institute Credit                                                                                |                         |                   |                       |             |                   |                   |                       |              |  |
| SIAST                                                                                           | 0                       | 33                |                       | 4.4         | 0                 | 28                | 2                     | 5.49         |  |
| Other:                                                                                          | 31                      | 4                 |                       | 27.7        | 14                | 11                |                       | 16.94        |  |
| Apprenticeship & Trade                                                                          |                         |                   |                       |             |                   |                   |                       |              |  |
| <i>Total Institute Credit</i>                                                                   | <i>31</i>               | <i>37</i>         |                       | <i>32.1</i> | <i>14</i>         | <i>39</i>         | <i>2</i>              | <i>22.43</i> |  |
| Total Industry Credit                                                                           | 0                       | 0                 | 28                    | 2.6         | 0                 | 0                 | 23                    | 1.14         |  |
| Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit) |                         |                   |                       |             |                   |                   |                       |              |  |
| <i>Total Non-Credit</i>                                                                         | <i>0</i>                | <i>1</i>          | <i>119</i>            | <i>5.9</i>  | <i>0</i>          | <i>3</i>          | <i>69</i>             | <i>3.07</i>  |  |
| <b>TOTAL SKILLS TRAINING</b>                                                                    | <b>31</b>               | <b>38</b>         | <b>147</b>            | <b>40.6</b> | <b>14</b>         | <b>42</b>         | <b>94</b>             | <b>26.64</b> |  |
| ADULT BASIC EDUCATION                                                                           |                         |                   |                       |             |                   |                   |                       |              |  |
| ABE Credit                                                                                      |                         |                   |                       |             |                   |                   |                       |              |  |
| Adult 12                                                                                        | 16                      | 38                |                       | 19.2        | 17                | 11                |                       | 13.43        |  |
| Adult 10                                                                                        | 23                      | 11                |                       | 13.6        | 20                | 10                |                       | 14.42        |  |
| Academic GED                                                                                    |                         |                   |                       |             |                   |                   |                       |              |  |
| <i>Total ABE Credit</i>                                                                         | <i>39</i>               | <i>49</i>         |                       | <i>32.8</i> | <i>37</i>         | <i>29</i>         |                       | <i>27.99</i> |  |
| ABE Non-Credit                                                                                  |                         |                   |                       |             |                   |                   |                       |              |  |
| Employability/Life Skills                                                                       |                         |                   |                       |             | 0                 | 49                |                       | 6.04         |  |
| English Language Training                                                                       |                         |                   |                       |             |                   |                   |                       |              |  |
| General Academic Studies                                                                        | 19                      | 21                |                       | 24.4        | 22                | 40                |                       | 31.52        |  |
| Literacy                                                                                        | 0                       | 11                |                       | 1.5         | 0                 | 12                |                       | 1.77         |  |
| <i>Total ABE Non-Credit</i>                                                                     | <i>19</i>               | <i>32</i>         |                       | <i>25.9</i> | <i>22</i>         | <i>101</i>        |                       | <i>39.33</i> |  |
| <b>TOTAL ADULT BASIC EDUCATION</b>                                                              | <b>58</b>               | <b>81</b>         |                       | <b>58.7</b> | <b>59</b>         | <b>130</b>        |                       | <b>67.32</b> |  |
| UNIVERSITY                                                                                      | <b>Total University</b> | 0                 | 6                     | 0.9         | 0                 | 12                |                       | 1.50         |  |

2009-10 Results as of October 21, 2010

PT – Part-time  
 FT – Full-time  
 Cas – Casual  
 FLE – Full Load Equivalent

# Enrollment by Program

Table 1D - Enrollment by Program Groups for MELVILLE Campus

|                         |                                                                                                  | Actuals           |                   |                       |              |                   |                   |                       |               |
|-------------------------|--------------------------------------------------------------------------------------------------|-------------------|-------------------|-----------------------|--------------|-------------------|-------------------|-----------------------|---------------|
|                         |                                                                                                  | 2008-2009         |                   |                       |              | 2009-2010         |                   |                       |               |
|                         | Program Groups                                                                                   | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs         | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs          |
| SKILLS TRAINING         | Institute Credit:                                                                                |                   |                   |                       |              |                   |                   |                       |               |
|                         | SIAST                                                                                            | 25                | 40                |                       | 34.6         | 27                | 24                |                       | 26.26         |
|                         | Other                                                                                            | 0                 | 42                |                       | 21.9         | 27                | 18                |                       | 15.31         |
|                         | Apprenticeship & Trade                                                                           | 0                 | 10                |                       | 8.8          |                   |                   |                       |               |
|                         | <b>Total Institute Credit</b>                                                                    | <b>25</b>         | <b>92</b>         |                       | <b>65.3</b>  | <b>54</b>         | <b>42</b>         |                       | <b>41.57</b>  |
|                         | Industry Credit:                                                                                 |                   |                   |                       |              |                   |                   |                       |               |
|                         | <b>Total Industry Credit</b>                                                                     | <b>0</b>          | <b>32</b>         | <b>196</b>            | <b>16.3</b>  | <b>0</b>          | <b>53</b>         | <b>212</b>            | <b>23.76</b>  |
|                         | Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personnel Interest Non-Credit) |                   |                   |                       |              |                   |                   |                       |               |
|                         | <b>Total Non-Credit</b>                                                                          | <b>0</b>          | <b>8</b>          | <b>19</b>             | <b>5.9</b>   | <b>0</b>          | <b>41</b>         | <b>44</b>             | <b>17.86</b>  |
|                         | <b>TOTAL SKILLS TRAINING</b>                                                                     | <b>25</b>         | <b>132</b>        | <b>215</b>            | <b>87.5</b>  | <b>54</b>         | <b>136</b>        | <b>256</b>            | <b>83.19</b>  |
| ADULT BASIC EDUCATION   | ABE Credit:                                                                                      |                   |                   |                       |              |                   |                   |                       |               |
|                         | Adult 12                                                                                         | 8                 | 31                |                       | 13.2         | 9                 | 13                |                       | 9.33          |
|                         | Adult 10                                                                                         | 7                 | 21                |                       | 8.4          | 17                | 22                |                       | 13.39         |
|                         | Academic GED                                                                                     |                   |                   |                       |              | 0                 | 9                 |                       | 0.16          |
|                         | <b>Total ABE Credit</b>                                                                          | <b>15</b>         | <b>52</b>         |                       | <b>21.6</b>  | <b>26</b>         | <b>44</b>         |                       | <b>22.88</b>  |
|                         | ABE Non-Credit:                                                                                  |                   |                   |                       |              |                   |                   |                       |               |
|                         | Employability/Life Skills                                                                        |                   |                   |                       |              |                   |                   |                       |               |
|                         | English Language Training                                                                        | 0                 | 4                 |                       | 0.5          |                   |                   |                       |               |
|                         | General Academic Studies                                                                         |                   |                   |                       |              |                   |                   |                       |               |
|                         | Literacy                                                                                         |                   |                   |                       |              |                   |                   |                       |               |
|                         | <b>Total ABE Non-Credit</b>                                                                      | <b>0</b>          | <b>4</b>          |                       | <b>0.5</b>   | <b>0</b>          | <b>0</b>          |                       | <b>0</b>      |
| UNIVERSITY              | <b>TOTAL ADULT BASIC EDUCATION</b>                                                               | <b>15</b>         | <b>56</b>         |                       | <b>22.1</b>  | <b>26</b>         | <b>44</b>         |                       | <b>22.88</b>  |
|                         | <b>Total University</b>                                                                          | <b>0</b>          | <b>4</b>          |                       | <b>0.8</b>   | <b>0</b>          | <b>4</b>          |                       | <b>0.50</b>   |
| <b>TOTAL ENROLLMENT</b> |                                                                                                  | <b>40</b>         | <b>192</b>        | <b>215</b>            | <b>110.4</b> | <b>80</b>         | <b>184</b>        | <b>256</b>            | <b>106.57</b> |

2009-10 Results as of October 21, 2010

PT – Part-time

FT- Full-time

Cas – Casual

FLE – Full Load Equivalent

\*\*Note: 2008-09 under "Institute Credit – Other" program group, 41 students are showing under Student Enroll PT due to a rounding error in the report. They should be in the FT enrolment column. All FLE's in this program group are reported correctly. This has been corrected in 2009-10 results.

# Enrollment by Program

Table 1E - Enrollment by Program Groups for YORKTON Campus

|                                    |                                                                                                 | Actuals           |                   |                       |              |                   |                   |                       |               |
|------------------------------------|-------------------------------------------------------------------------------------------------|-------------------|-------------------|-----------------------|--------------|-------------------|-------------------|-----------------------|---------------|
|                                    |                                                                                                 | 2008-2009         |                   |                       |              | 2009-2010         |                   |                       |               |
|                                    | Program Groups                                                                                  | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs         | Student Enroll FT | Student Enroll PT | Student Enroll Casual | FLEs          |
| SKILLS TRAINING                    | <b>Institute Credit:</b>                                                                        |                   |                   |                       |              |                   |                   |                       |               |
|                                    | SIAST                                                                                           | 120               | 166               | 2                     | 116.9        | 107               | 154               | 10                    | 119.3         |
|                                    | Other                                                                                           | 0                 | 9                 |                       | 1.3          | 0                 | 32                |                       | 1.25          |
|                                    | Apprenticeship & Trade                                                                          | 0                 | 12                |                       | 4.3          |                   |                   |                       |               |
|                                    | <b>Total Institute Credit</b>                                                                   | <b>120</b>        | <b>187</b>        | <b>2</b>              | <b>122.5</b> | <b>107</b>        | <b>186</b>        | <b>10</b>             | <b>120.55</b> |
|                                    | <b>Industry Credit:</b>                                                                         |                   |                   |                       |              |                   |                   |                       |               |
|                                    | <b>Total Industry Credit</b>                                                                    | <b>0</b>          | <b>221</b>        | <b>448</b>            | <b>65.4</b>  | <b>0</b>          | <b>120</b>        | <b>411</b>            | <b>48.60</b>  |
|                                    | Non-Credit (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit) |                   |                   |                       |              |                   |                   |                       |               |
|                                    | <b>Total Non-Credit</b>                                                                         | <b>0</b>          | <b>126</b>        | <b>448</b>            | <b>77.1</b>  | <b>0</b>          | <b>99</b>         | <b>347</b>            | <b>52.15</b>  |
|                                    | <b>TOTAL SKILLS TRAINING</b>                                                                    | <b>120</b>        | <b>534</b>        | <b>898</b>            | <b>265.0</b> | <b>107</b>        | <b>405</b>        | <b>768</b>            | <b>221.30</b> |
| ADULT BASIC EDUCATION              | <b>ABE Credit:</b>                                                                              |                   |                   |                       |              |                   |                   |                       |               |
|                                    | Adult 12                                                                                        | 61                | 28                |                       | 49.9         | 72                | 46                |                       | 59.72         |
|                                    | Adult 10                                                                                        | 25                | 19                |                       | 23.2         | 37                | 14                |                       | 26.73         |
|                                    | Academic GED                                                                                    | 0                 | 9                 |                       | 0.5          | 0                 | 40                |                       | 3.07          |
|                                    | <b>Total ABE Credit</b>                                                                         | <b>86</b>         | <b>56</b>         |                       | <b>73.6</b>  | <b>109</b>        | <b>100</b>        |                       | <b>89.52</b>  |
|                                    | <b>ABE Non-Credit:</b>                                                                          |                   |                   |                       |              |                   |                   |                       |               |
|                                    | Employability/Life Skills                                                                       |                   | 32                |                       | 13.3         | 4                 | 62                |                       | 39.71         |
|                                    | English Language Training                                                                       |                   | 83                |                       | 24.7         |                   | 95                |                       | 26.80         |
|                                    | General Academic Studies                                                                        |                   | 37                |                       | 3.2          |                   | 32                |                       | 2.71          |
|                                    | Literacy                                                                                        |                   | 69                |                       | 36.9         |                   | 63                |                       | 20.39         |
|                                    | <b>Total ABE Non-Credit</b>                                                                     | <b>221</b>        |                   |                       | <b>78.1</b>  | <b>4</b>          | <b>252</b>        |                       | <b>89.61</b>  |
| <b>TOTAL ADULT BASIC EDUCATION</b> |                                                                                                 | <b>86</b>         | <b>277</b>        |                       | <b>151.7</b> | <b>113</b>        | <b>352</b>        |                       | <b>179.13</b> |
| UNIVERSITY                         | <b>Total University</b>                                                                         | <b>50</b>         | <b>89</b>         |                       | <b>64.1</b>  | <b>51</b>         | <b>85</b>         |                       | <b>63.59</b>  |
| <b>TOTAL ENROLLMENT</b>            |                                                                                                 | <b>256</b>        | <b>300</b>        | <b>898</b>            | <b>433.8</b> | <b>271</b>        | <b>422</b>        | <b>752</b>            | <b>424.02</b> |

2009-10 Results as of October 21, 2010

PT – Part-time

FT- Full-time

Cas – Casual

FLE – Full Load Equivalent

# Equity Participation

Table 2 - Equity Participation Enrollments by Program Groups for the Whole College

|                             |                  | 2009-2010                                                                            |            |            |            |           |           |                  |           |           |            |            |            | Actuals          |            |            |            |          |           |                  |           |           |            |            |            | 2009-2010        |    |     |  |  |  |  |  |  |  |  |  |
|-----------------------------|------------------|--------------------------------------------------------------------------------------|------------|------------|------------|-----------|-----------|------------------|-----------|-----------|------------|------------|------------|------------------|------------|------------|------------|----------|-----------|------------------|-----------|-----------|------------|------------|------------|------------------|----|-----|--|--|--|--|--|--|--|--|--|
|                             |                  | Program Groups                                                                       |            |            | Aboriginal |           |           | Visible Minority |           |           | Disability |            |            | Total Enrollment |            |            | Aboriginal |          |           | Visible Minority |           |           | Disability |            |            | Total Enrollment |    |     |  |  |  |  |  |  |  |  |  |
| SKILLS TRAINING             |                  | FT                                                                                   | PT         | Cas        | FT         | PT        | Cas       | FT               | PT        | Cas       | FT         | PT         | Cas        | FT               | PT         | Cas        | FT         | PT       | Cas       | FT               | PT        | Cas       | FT         | PT         | Cas        | FT               | PT | Cas |  |  |  |  |  |  |  |  |  |
|                             |                  | SIAST                                                                                | 23         | 47         | 0          | 4         | 6         | 0                | 3         | 5         | 0          | 149        | 271        | 1                | 16         | 45         | 2          | 0        | 6         | 0                | 1         | 5         | 0          | 134        | 255        | 5                |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Other:                                                                               | 27         | 7          | 0          | 1         | 0         | 0                | 2         | 1         | 0          | 31         | 50         | 0                | 26         | 10         | 0          | 1        | 0         | 0                | 2         | 1         | 0          | 53         | 60         | 0                |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Apprenticeship & Trade                                                               | 0          | 1          | 0          | 0         | 1         | 0                | 0         | 0         | 0          | 34         | 27         | 0                | 1          | 0          | 0          | 0        | 0         | 0                | 0         | 0         | 0          | 35         | 10         | 0                |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | <b>Total Institute Credit</b>                                                        | <b>50</b>  | <b>55</b>  | <b>0</b>   | <b>5</b>  | <b>7</b>  | <b>0</b>         | <b>5</b>  | <b>6</b>  | <b>0</b>   | <b>214</b> | <b>348</b> | <b>1</b>         | <b>43</b>  | <b>55</b>  | <b>2</b>   | <b>1</b> | <b>6</b>  | <b>0</b>         | <b>3</b>  | <b>6</b>  | <b>0</b>   | <b>222</b> | <b>325</b> | <b>5</b>         |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | <b>Total Industry Credit</b>                                                         | <b>0</b>   | <b>84</b>  | <b>82</b>  | <b>0</b>  | <b>7</b>  | <b>6</b>         | <b>0</b>  | <b>6</b>  | <b>13</b>  | <b>0</b>   | <b>295</b> | <b>743</b>       | <b>0</b>   | <b>44</b>  | <b>69</b>  | <b>0</b> | <b>5</b>  | <b>7</b>         | <b>0</b>  | <b>3</b>  | <b>15</b>  | <b>0</b>   | <b>217</b> | <b>713</b>       |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | (Industry Non-Credit, Community/Individual Non-Credit, Personal Interest Non-Credit) |            |            |            |           |           |                  |           |           |            |            |            |                  |            |            |            |          |           |                  |           |           |            |            |            |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | <b>Total Non-Credit</b>                                                              | <b>0</b>   | <b>6</b>   | <b>66</b>  | <b>0</b>  | <b>1</b>  | <b>10</b>        | <b>0</b>  | <b>2</b>  | <b>12</b>  | <b>0</b>   | <b>139</b> | <b>636</b>       | <b>0</b>   | <b>15</b>  | <b>45</b>  | <b>0</b> | <b>1</b>  | <b>5</b>         | <b>0</b>  | <b>6</b>  | <b>14</b>  | <b>0</b>   | <b>145</b> | <b>492</b>       |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | <b>TOTAL SKILLS TRAINING CREDIT</b>                                                  | <b>50</b>  | <b>145</b> | <b>148</b> | <b>5</b>  | <b>15</b> | <b>16</b>        | <b>5</b>  | <b>14</b> | <b>25</b>  | <b>214</b> | <b>782</b> | <b>1,379</b>     | <b>43</b>  | <b>114</b> | <b>116</b> | <b>1</b> | <b>12</b> | <b>12</b>        | <b>3</b>  | <b>15</b> | <b>29</b>  | <b>222</b> | <b>687</b> | <b>1,210</b>     |    |     |  |  |  |  |  |  |  |  |  |
| ADULT BASIC EDUCATION       |                  | Adult Basic Education Credit                                                         |            |            |            |           |           |                  |           |           |            |            |            |                  |            |            |            |          |           |                  |           |           |            |            |            |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Adult 12                                                                             | 66         | 35         |            | 5         | 5         |                  | 9         | 12        |            | 107        | 139        |                  | 61         | 77         |            | 3        | 7         |                  | 9         | 14        |            | 119        | 294        |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Adult 10                                                                             | 61         | 57         |            | 3         | 5         |                  | 3         | 1         |            | 78         | 79         |                  | 86         | 44         |            | 4        | 6         |                  | 8         | 5         |            | 107        | 60         |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Academic GED                                                                         | 0          | 13         |            | 0         | 0         |                  | 0         | 2         |            | 0          | 25         |                  | 0          | 37         |            | 0        | 2         |                  | 0         | 6         |            | 0          | 67         |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | <b>Total ABE Credit</b>                                                              | <b>127</b> | <b>105</b> |            | <b>8</b>  | <b>10</b> |                  | <b>12</b> | <b>15</b> |            | <b>186</b> | <b>243</b> |                  | <b>147</b> | <b>158</b> |            | <b>7</b> | <b>15</b> |                  | <b>17</b> | <b>26</b> |            | <b>226</b> | <b>421</b> |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Adult Basic Education Non-Credit                                                     |            |            |            |           |           |                  |           |           |            |            |            |                  |            |            |            |          |           |                  |           |           |            |            |            |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Employability / Life Skills                                                          | 0          | 25         |            | 0         | 5         |                  | 0         | 7         |            | 0          | 47         |                  | 3          | 126        |            | 0        | 10        |                  | 0         | 17        |            | 4          | 157        |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | English Language Training                                                            | 0          | 0          |            | 0         | 21        |                  | 0         | 0         |            | 0          | 112        |                  | 0          | 0          |            | 0        | 35        |                  | 0         | 0         |            | 0          | 147        |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | General Academic Studies                                                             | 19         | 37         |            | 2         | 3         |                  | 1         | 1         |            | 19         | 80         |                  | 21         | 39         |            | 1        | 5         |                  | 0         | 4         |            | 22         | 82         |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | Literacy                                                                             | 0          | 29         |            | 0         | 5         |                  | 0         | 13        |            | 0          | 81         |                  | 0          | 30         |            | 0        | 11        |                  | 0         | 11        |            | 0          | 75         |                  |    |     |  |  |  |  |  |  |  |  |  |
| TOTAL ADULT BASIC EDUCATION |                  | <b>Total ABE Non-Credit</b>                                                          | <b>19</b>  | <b>91</b>  |            | <b>2</b>  | <b>34</b> |                  | <b>1</b>  | <b>21</b> |            | <b>19</b>  | <b>320</b> |                  | <b>24</b>  | <b>195</b> |            | <b>1</b> | <b>61</b> |                  | <b>0</b>  | <b>32</b> |            | <b>26</b>  | <b>461</b> |                  |    |     |  |  |  |  |  |  |  |  |  |
|                             |                  | <b>TOTAL ADULT BASIC EDUCATION</b>                                                   | <b>146</b> | <b>196</b> |            | <b>10</b> | <b>44</b> |                  | <b>13</b> | <b>36</b> |            | <b>204</b> | <b>563</b> |                  | <b>171</b> | <b>353</b> |            | <b>8</b> | <b>76</b> |                  | <b>17</b> | <b>57</b> |            | <b>252</b> | <b>882</b> |                  |    |     |  |  |  |  |  |  |  |  |  |
| UNIVERSITY                  | Total University | 14                                                                                   | 22         |            | 2          | 2         |           | 0                | 3         |           | 56         | 90         |            | 14               | 31         |            | 1          | 2        |           | 0                | 7         |           | 53         | 102        |            |                  |    |     |  |  |  |  |  |  |  |  |  |

Results as of October 21, 2010

PT – Part-time  
FT – Full-time  
Cas – Casual

Note for Table 2 & 4: Equity statistics are voluntary and only students willing to declare were reported.

# Student Success

Table 3 - Student Success by Program Groups for the Whole College

|                                   |                                    | Actuals    |            |                          |            |            |                |           |            |                                 |           |            |                          | 2008-2009                |            |                          |                          |            |                | 2009-2010      |            |                                 |                                 |            |  |
|-----------------------------------|------------------------------------|------------|------------|--------------------------|------------|------------|----------------|-----------|------------|---------------------------------|-----------|------------|--------------------------|--------------------------|------------|--------------------------|--------------------------|------------|----------------|----------------|------------|---------------------------------|---------------------------------|------------|--|
|                                   |                                    | 2008-2009  |            |                          |            |            |                | 2009-2010 |            |                                 |           |            |                          | Total Students Completed |            |                          | Total Students Graduated |            |                | Total Employed |            |                                 | Total Going to Further Training |            |  |
| Program Groups                    | Total Students Completed           |            |            | Total Students Graduated |            |            | Total Employed |           |            | Total Going to Further Training |           |            | Total Students Completed |                          |            | Total Students Graduated |                          |            | Total Employed |                |            | Total Going to Further Training |                                 |            |  |
|                                   | FT                                 | PT         | Cas        | FT                       | PT         | Cas        | FT             | PT        | Cas        | FT                              | PT        | Cas        | FT                       | PT                       | Cas        | FT                       | PT                       | Cas        | FT             | PT             | Cas        | FT                              | PT                              | Cas        |  |
| Skills Training                   | SIAST                              | 9          | 215        | 1                        | 87         | 38         | 51             | 21        |            | 16                              | 20        |            | 25                       | 222                      | 3          | 80                       | 17                       |            | 45             | 12             |            | 18                              | 17                              |            |  |
|                                   | Other:                             | 1          | 0          | 0                        | 28         | 49         | 2              | 13        |            | 9                               | 20        |            | 2                        | 38                       | 0          | 50                       | 23                       |            | 11             | 0              |            | 4                               | 0                               |            |  |
|                                   | Apprenticeship & Trade             | 0          | 5          | 0                        | 34         | 22         | 33             | 9         |            | 0                               | 0         |            |                          |                          |            | 35                       | 12                       |            | 20             | 0              |            |                                 |                                 |            |  |
|                                   | <b>Total Institute Credit</b>      | <b>10</b>  | <b>220</b> | <b>1</b>                 | <b>149</b> | <b>109</b> | <b>86</b>      | <b>43</b> |            | <b>26</b>                       | <b>40</b> |            | <b>27</b>                | <b>260</b>               | <b>3</b>   | <b>166</b>               | <b>62</b>                |            | <b>76</b>      | <b>12</b>      |            | <b>22</b>                       | <b>17</b>                       |            |  |
|                                   | <b>Total Industry Credit</b>       | <b>0</b>   | <b>24</b>  | <b>36</b>                | <b>0</b>   | <b>278</b> | <b>707</b>     | <b>0</b>  | <b>2</b>   |                                 |           |            | <b>0</b>                 | <b>26</b>                | <b>46</b>  | <b>0</b>                 | <b>194</b>               | <b>674</b> | <b>0</b>       | <b>2</b>       |            |                                 |                                 |            |  |
|                                   | <b>Total Non-Credit</b>            | <b>0</b>   | <b>139</b> | <b>632</b>               |            |            |                |           |            |                                 |           |            | <b>0</b>                 | <b>143</b>               | <b>491</b> |                          |                          |            |                |                |            |                                 |                                 |            |  |
| <b>TOTAL SKILLS TRAINING</b>      |                                    | <b>10</b>  | <b>383</b> | <b>669</b>               | <b>149</b> | <b>387</b> | <b>707</b>     | <b>86</b> | <b>45</b>  |                                 | <b>26</b> | <b>40</b>  |                          | <b>27</b>                | <b>429</b> | <b>540</b>               | <b>165</b>               | <b>246</b> | <b>674</b>     | <b>78</b>      | <b>14</b>  |                                 | <b>22</b>                       | <b>17</b>  |  |
| Adult Basic Education             | Adult 12                           | 62         | 89         |                          | 17         | 4          | 18             | 21        |            | 42                              | 54        |            | 75                       | 220                      |            | 21                       | 3                        |            | 25             | 60             |            | 53                              | 90                              |            |  |
|                                   | Adult 10                           | 29         | 13         |                          | 24         | 8          | 4              | 2         |            | 37                              | 18        |            | 38                       | 8                        |            | 37                       | 2                        |            | 15             | 3              |            | 47                              | 6                               |            |  |
|                                   | Academic GED                       | 0          | 21         |                          | 0          | 1          | 0              | 9         |            | 0                               | 3         |            | 0                        | 11                       |            | 0                        | 56                       |            | 0              | 28             |            | 0                               | 28                              |            |  |
|                                   | <b>Total ABE Credit</b>            | <b>91</b>  | <b>123</b> |                          | <b>41</b>  | <b>13</b>  |                | <b>22</b> | <b>32</b>  |                                 | <b>79</b> | <b>76</b>  |                          | <b>113</b>               | <b>239</b> |                          | <b>68</b>                | <b>61</b>  |                | <b>40</b>      | <b>91</b>  |                                 | <b>100</b>                      | <b>124</b> |  |
|                                   | Employability / Life Skills        | 0          | 34         |                          |            |            | 0              | 8         |            | 0                               | 1         |            | 2                        | 138                      |            |                          |                          |            |                | 0              | 33         |                                 | 1                               | 45         |  |
|                                   | English Language Training          | 0          | 89         |                          |            |            | 0              | 64        |            | 0                               | 3         |            | 0                        | 136                      |            |                          |                          |            |                | 0              | 61         |                                 | 0                               | 22         |  |
| General Academic Studies Literacy | General Academic Studies           | 16         | 69         |                          |            | 1          | 32             |           | 6          | 14                              |           | 16         | 51                       |                          |            |                          |                          |            |                | 1              | 37         |                                 | 9                               | 6          |  |
|                                   | Literacy                           | 0          | 63         |                          |            | 0          | 28             |           | 0          | 18                              |           | 0          | 58                       |                          |            |                          |                          |            |                | 0              | 10         |                                 | 0                               | 13         |  |
|                                   | <b>Total ABE Non-Credit</b>        | <b>16</b>  | <b>256</b> |                          |            | <b>1</b>   | <b>132</b>     |           | <b>6</b>   | <b>36</b>                       |           | <b>18</b>  | <b>393</b>               |                          |            |                          |                          |            |                | <b>1</b>       | <b>141</b> |                                 | <b>10</b>                       | <b>86</b>  |  |
|                                   | <b>TOTAL ADULT BASIC EDUCATION</b> | <b>107</b> | <b>378</b> |                          | <b>41</b>  | <b>13</b>  |                | <b>23</b> | <b>164</b> |                                 | <b>85</b> | <b>111</b> |                          | <b>131</b>               | <b>632</b> |                          | <b>58</b>                | <b>61</b>  |                | <b>41</b>      | <b>232</b> |                                 | <b>110</b>                      | <b>210</b> |  |
| UNIVERSITY                        | <b>Total University</b>            | <b>66</b>  | <b>88</b>  |                          |            |            |                |           |            |                                 |           |            | <b>61</b>                | <b>101</b>               |            |                          |                          |            |                |                |            |                                 |                                 |            |  |
| <b>TOTAL COLLEGE</b>              |                                    | <b>172</b> | <b>386</b> |                          | <b>13</b>  | <b>10</b>  |                | <b>23</b> | <b>164</b> |                                 | <b>85</b> | <b>111</b> |                          | <b>131</b>               | <b>632</b> |                          | <b>58</b>                | <b>61</b>  |                | <b>41</b>      | <b>232</b> |                                 | <b>110</b>                      | <b>210</b> |  |

Results as of October 21, 2010

Completed = the total number of students who completed course requirements or remained to the end of the program.

Graduated = the number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry.

#### Notes for Tables 3 & 4

- We do not 'Graduate' University and part-time institute credit programs, all are under completed columns for both academic years.
- We do not follow-up for University, part-time institute credit, skills training non-credit and short study industry credit programs.
- If more than one type of follow-up is reported for an individual in a program group, enrolment is counted once and they are counted once under each type of follow-up.

# Equity Participation

Table 4 - Equity Participation Completers & Graduates by Program Groups for Whole College

| Program Groups        |                                                                                                | Actuals    |            |            |                  |           |           |            |           |           |            |            |            |                  |           |           |            |           |           |  |
|-----------------------|------------------------------------------------------------------------------------------------|------------|------------|------------|------------------|-----------|-----------|------------|-----------|-----------|------------|------------|------------|------------------|-----------|-----------|------------|-----------|-----------|--|
|                       |                                                                                                | 2008-2009  |            |            |                  |           |           |            |           |           | 2009-2010  |            |            |                  |           |           |            |           |           |  |
|                       |                                                                                                | Aboriginal |            |            | Visible Minority |           |           | Disability |           |           | Aboriginal |            |            | Visible Minority |           |           | Disability |           |           |  |
| SKILLS TRAINING       | Program Groups                                                                                 | E          | C          | G          | E                | C         | G         | E          | C         | G         | E          | C          | G          | E                | C         | G         | E          | C         | G         |  |
|                       | <b>Industry Credit:</b>                                                                        |            |            |            |                  |           |           |            |           |           |            |            |            |                  |           |           |            |           |           |  |
|                       | SIAST                                                                                          | 70         | 30         | 21         | 10               | 5         | 1         | 8          | 3         | 2         | 63         | 34         | 11         | 6                | 4         | 1         | 6          | 5         | 2         |  |
|                       | Other:                                                                                         | 34         | 1          | 31         | 1                | 0         | 1         | 3          | 0         | 3         | 36         | 10         | 23         | 1                | 0         | 1         | 3          | 1         | 2         |  |
|                       | Apprenticeship & Trade                                                                         | 1          | 0          | 1          | 1                | 1         | 0         | 0          | 0         | 0         | 1          | 0          | 1          |                  |           |           |            |           |           |  |
|                       | <b>Total Institute Credit</b>                                                                  | <b>105</b> | <b>31</b>  | <b>53</b>  | <b>12</b>        | <b>6</b>  | <b>2</b>  | <b>11</b>  | <b>3</b>  | <b>5</b>  | <b>100</b> | <b>44</b>  | <b>35</b>  | <b>7</b>         | <b>4</b>  | <b>2</b>  | <b>9</b>   | <b>6</b>  | <b>4</b>  |  |
|                       | <b>Total Industry Credit</b>                                                                   | <b>166</b> | <b>24</b>  | <b>146</b> | <b>13</b>        | <b>2</b>  | <b>12</b> | <b>19</b>  | <b>3</b>  | <b>17</b> | <b>113</b> | <b>13</b>  | <b>103</b> | <b>12</b>        | <b>0</b>  | <b>12</b> | <b>18</b>  | <b>2</b>  | <b>17</b> |  |
|                       | <i>(Industry Non-Credit, Community Individual Non-Credit, Personal Development Non-Credit)</i> |            |            |            |                  |           |           |            |           |           |            |            |            |                  |           |           |            |           |           |  |
|                       | <b>Total Non Credit</b>                                                                        | <b>72</b>  | <b>69</b>  |            |                  | <b>11</b> | <b>10</b> |            | <b>14</b> | <b>14</b> |            | <b>60</b>  | <b>60</b>  |                  | <b>6</b>  | <b>6</b>  |            | <b>20</b> | <b>20</b> |  |
|                       | <b>TOTAL SKILLS TRAINING CREDIT</b>                                                            | <b>343</b> | <b>124</b> | <b>199</b> | <b>36</b>        | <b>18</b> | <b>14</b> | <b>44</b>  | <b>20</b> | <b>22</b> | <b>273</b> | <b>117</b> | <b>138</b> | <b>26</b>        | <b>10</b> | <b>14</b> | <b>47</b>  | <b>28</b> | <b>21</b> |  |
| ADULT BASIC EDUCATION | <b>Adult Basic Education Credit:</b>                                                           |            |            |            |                  |           |           |            |           |           |            |            |            |                  |           |           |            |           |           |  |
|                       | Adult 12                                                                                       | 101        | 49         | 10         | 10               | 7         | 1         | 21         | 9         | 1         | 138        | 86         | 12         | 10               | 8         | 0         | 23         | 15        | 1         |  |
|                       | Adult 10                                                                                       | 118        | 31         | 23         | 8                | 2         | 2         | 4          | 2         | 0         | 130        | 37         | 31         | 10               | 5         | 2         | 13         | 3         | 5         |  |
|                       | Academic GED                                                                                   | 13         | 10         | 0          | 0                | 0         | 0         | 2          | 2         | 0         | 37         | 7          | 30         | 2                | 0         | 2         | 6          | 0         | 6         |  |
|                       | <b>Total ABE Credit</b>                                                                        | <b>232</b> | <b>90</b>  | <b>33</b>  | <b>18</b>        | <b>9</b>  | <b>3</b>  | <b>27</b>  | <b>13</b> | <b>1</b>  | <b>305</b> | <b>130</b> | <b>73</b>  | <b>22</b>        | <b>13</b> | <b>4</b>  | <b>42</b>  | <b>18</b> | <b>12</b> |  |
|                       | <b>Adult Basic Education Non-Credit:</b>                                                       |            |            |            |                  |           |           |            |           |           |            |            |            |                  |           |           |            |           |           |  |
|                       | Employability/Life Skills                                                                      | 25         | 16         |            |                  | 5         | 4         |            | 7         | 4         |            | 129        | 113        |                  | 10        | 10        |            | 17        | 16        |  |
|                       | English Language Training                                                                      | 0          | 0          |            |                  | 21        | 15        |            | 0         | 0         |            | 0          | 0          |                  | 35        | 31        |            | 0         | 0         |  |
|                       | General Academic Studies                                                                       | 56         | 42         |            |                  | 5         | 4         |            | 2         | 2         |            | 60         | 33         |                  | 6         | 4         |            | 4         | 2         |  |
|                       | Literacy                                                                                       | 29         | 21         |            |                  | 5         | 4         |            | 13        | 10        |            | 30         | 27         |                  | 11        | 8         |            | 11        | 8         |  |
|                       | <b>Total ABE Non-Credit</b>                                                                    | <b>110</b> | <b>79</b>  |            | <b>36</b>        | <b>27</b> |           | <b>22</b>  | <b>16</b> |           | <b>219</b> | <b>173</b> |            | <b>62</b>        | <b>63</b> |           | <b>32</b>  | <b>26</b> |           |  |
|                       | <b>TOTAL ADULT BASIC EDUCATION</b>                                                             | <b>342</b> | <b>169</b> | <b>33</b>  | <b>54</b>        | <b>36</b> | <b>3</b>  | <b>49</b>  | <b>29</b> | <b>1</b>  | <b>524</b> | <b>303</b> | <b>73</b>  | <b>84</b>        | <b>66</b> | <b>4</b>  | <b>74</b>  | <b>44</b> | <b>12</b> |  |
| UNIVERSITY            | <b>Total University</b>                                                                        | <b>36</b>  | <b>35</b>  |            |                  | <b>4</b>  | <b>4</b>  |            | <b>3</b>  | <b>3</b>  |            | <b>45</b>  | <b>45</b>  |                  | <b>3</b>  | <b>3</b>  |            | <b>7</b>  | <b>7</b>  |  |

Results as of October 21, 2010

PT – Part-time  
FT – Full-time  
Cas – Casual

E = total enrollment

C = completers (the total number of students who completed course requirements or remained to the end of the program).

G = graduates (the total number of students who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution or recognized by industry).

# Work-based Training

**Table 5 - Work-based Training for the Whole College**  
 (Within the Program Year – July 1, 2009 to June 30, 2010)

| Program Year | Distinct Employers | Contracts | Distinct Trainees | Trainee Outcomes |                        |                          |                  | Ministry (Paid Dollars) |
|--------------|--------------------|-----------|-------------------|------------------|------------------------|--------------------------|------------------|-------------------------|
|              |                    |           |                   | In Progress      | Completed Successfully | Completed Unsuccessfully | Did Not Complete |                         |
| 2006-07      | 29                 | 33        | 134               | 0                | 101                    | 20                       | 13               | \$511,914               |
| 2007-08      | 19                 | 22        | 87                | 0                | 63                     | 13                       | 11               | \$302,997               |
| 2008-09      | 10                 | 10        | 43                | 0                | 41                     | 1                        | 1                | \$199,581               |
| 2009-10*     | 6                  | 7         | 31                | 0                | 28                     | 0                        | 3                | \$143,903               |

\*Program was cancelled in November 2009

Notes:

- 1) Program year is based on contract start date between July 1<sup>st</sup> and June 30<sup>th</sup> of a given year.
- 2) Results included both Work-based Training for the Unemployed (VTU) and Work-based Training for the Employed (WTE) contracts.
- 3) Ministry funding includes dollars paid to employer and then reimbursed by Ministry of Advanced Education, Employment and Labour, excluding any administration fees.
- 4) All counts of trainees are based upon unique individuals.
- 5) Query results run on October 26, 2010.

# Human Resources

Parkland College employed 94.2 full time equivalent (FTE) positions in 2009-2010. The increase over projections for this fiscal year was due to increased programming in First Nation communities, relief for staff on leave of absence, and increased need for student support and instructional staff.

Parkland College recognized 15 staff members for reaching long service milestones at an event held in September 2009. The College continued with the annual tradition of bringing staff together in the Spring and Fall for a Board Staff workshop intended for staff to learn more about the Colleges' Programs and Services, recognize long service staff members, introduce new employees and network with their colleagues.

In February, an organizational change was announced to help position the College for future growth and to balance work objectives across the College teams.

Consistent with the belief in promoting lifelong learning, the College continued to provide educational and training opportunities for staff. Parkland College invested \$51,109 in professional development and in-service opportunities for staff.

| Position & Classification          | # of Employees | F.T.E.'s     |
|------------------------------------|----------------|--------------|
| <b>Out of Scope</b>                |                |              |
| President                          | 1              | 1            |
| Director, Programs                 | 1              | 1            |
| Director, Advancement              | 1              | 1            |
| Director, Finance & Administration | 1              | 1            |
| Director, Human Resources          | 1              | 1            |
| Assistant Director, Administration | 1              | 1            |
| Executive Assistant                | 1              | 1            |
| <b>In Scope</b>                    |                |              |
| Managers, Level 8                  | 4              | 4.68         |
| IT Manager, Level 7                | 1              | 1.00         |
| Marketing Coordinator, Level 6     | 2              | 0.92         |
| Coordinators, Level 7              | 8              | 5.56         |
| Coordinators, Level 6              | 3              | 3.18         |
| Counsellor, Level 7                | 10             | 5.96         |
| Consultant, Level 7                | 2              | 1.90         |
| Training Consultants, Level 6      | 2              | 2.22         |
| Facilitator, Level 6               | 3              | 0.91         |
| Coordinator, Level 5               | 2              | 0.15         |
| Accounting Technician, Level 5     | 2              | 2.00         |
| Accounting Clerk, Level 4          | 1              | 0.82         |
| Information Technician, Level 5    | 1              | 1.00         |
| Information Technician, Level 4    | 0              | 0.00         |
| Information Technician, Level 1    | 1              | 0.29         |
| Student Recruiter, Level 5         | 1              | 0.60         |
| Registration Clerk, Level 5        | 1              | 1.00         |
| Program Assistant, Level 4         | 12             | 10.13        |
| Clerical, Level 3                  | 2              | 1.32         |
| Clerical, Level 2                  | 5              | 1.37         |
| Casual, Level 2                    | 1              | 0.10         |
| Casual, Level 1                    | 6              | 0.36         |
| SCN Attendant, Level 1             | 3              | 0.36         |
| Janitor, Level 3                   | 2              | 1.00         |
| Janitor, Level 2                   | 3              | 2.06         |
| Learning Specialist                | 2              | 2.00         |
| Instructional Program Head         | 0              | 0.00         |
| Instructors (in-scope grid)        | 81             | 31.91        |
| Tutors/Aides                       | 34             | 4.45         |
| <b>Total</b>                       | <b>203</b>     | <b>94.26</b> |

*CID instructors and contract instructors are not included.*

# Human Resources

## Out of Scope

Sean Alcorn  
Alison Dubreuil  
Sonja Gehl  
Ryan Hoffman  
William Litchfield  
Fay Myers  
Rhoda Seidler

Assistant Director, Administration  
Director, Human Resources  
Director, Programs, Skills Training  
Director, Finance and Administration  
Director, Advancement  
President and Chief Executive Officer  
Executive Assistant

## In Scope

Paul Adams  
Roxanne Alstad  
Delores Badger  
Donald Bahrey  
Samuel Baidoo  
Linda Banga  
Peg Beston  
Sarah Bequet  
George Beddome  
Patty Benjamin  
Carol Bobowski  
Colleen Bramall  
Reona Brass  
Maureen Broda  
Curtis Brooks  
Connie Brown

Elaine Buchholzer  
Lisa Cadieux de Larios

Cecelia Cazakoff  
Tricia Challoner  
Shelley Chemey

Karen Choquette  
Michelle Clarke  
Mona Daniel  
Jill Datema  
Joy deGooljer

Catherine Degryse  
Deloris Delorme

Kami DePage  
Michelle Eckhart  
Ken Erickson  
Rhoda Erickson  
Barbara Evans  
Sharon Evans  
Jim Fairbank  
Sherilyn Fenwick  
Peter Franck  
Tameia Friesen  
Tracy Gabriel  
Rosemarie Glowa  
Gail Gorchynski  
Maxine Gordon  
Michelle Haberstock  
Sandra Hnatuk  
Bernadette Holland  
Laurel Hollick  
Dale Holstein  
Ed Hourd  
Teresa Hrynyshyn  
Vanora Isaac  
Dorothy Jackson  
Linda Jansen

Janitor  
Program Assistant  
Career & Student Services Counsellor  
Adult Basic Education Coordinator  
Instructor, Adult Basic Education  
Instructor, Adult Basic Education  
Career & Student Services Counsellor  
Tutor  
Instructor, Adult Basic Education  
SCN/Clerical  
Career & Student Services Counsellor  
Trades, Industrial & Ag Coordinator  
Counsellor  
Registration Clerk  
Instructor, Fire Services  
Business, Health & Human Services  
Coordinator  
Program Assistant  
Business, Health & Human Services  
Coordinator  
Instructor, Adult Basic Education  
Career & Student Services Counsellor  
Trades Employment Connection  
Coordinator  
SCN Attendant  
Instructor, Adult Basic Education  
Program Assistant  
Program Assistant  
Instructor, Continuing Care Assistant  
Modules  
Program Assistant  
Business, Health & Human Services  
Coordinator  
Adult Basic Education Programs Manager  
Counsellor/Consultant  
Instructor, Adult Basic Education  
Instructor, Adult Basic Education  
Instructor, Practical Nursing  
Program Assistant  
Instructor, Fire Services  
Instructor, Continuing Care Assistant  
Instructor, Industrial Mechanics  
Essentials Skills Facilitator  
Instructor, Practical Nursing  
Career & Student Services Counsellor  
Career & Student Services Counsellor  
Program Assistant  
Instructor, Adult Basic Education  
Saturday Support  
Learning Specialist  
Instructor, SIAST Program Modules  
Trades, Industrial & Ag Coordinator  
Training Consultant  
SCN/Casual Office Relief  
Marketing Coordinator  
Instructor, Management Studies  
Accounting Technician

Alma Jensen  
Gwen Just  
Carla Kaeding  
Michelle Kaeding  
Elton Keshane  
Deborah Keyowski  
Carmella Kirschman-Lutz  
Sheldon Kostyshyn  
Cheryl Kustra  
Kim Kyle-Zwirsky  
Darrell Landels  
Rachel Lang  
Sarah Lipoth  
Marion Littlewolfe  
Shirley Lockhart  
Gwen Machnes  
Beatrice Malach  
Derek Mathewson  
Carol McCullough  
Kathleen McDonald  
Michele McIsaac  
Cameron McLeod  
Terry Moore  
Charlotte Morris  
Cam Morrison  
Robert Mortimer  
Alicia Myall  
Bradley Nagy  
Marguerite O'Hagan  
David Parnetta  
Larry Pearen  
Terri Pederson  
Nathan Penner  
Sandy Persick  
Margaret Purich  
Mel Puritch  
Maureen Rediger  
Jackie Rohatensky  
Sharon Rokosh  
Brad Rose  
Sharon Rurak  
Richard Scutchings  
Lindsay Seidler  
Gwyneth Shankowsky  
Katherine Sharp  
Laura Sliva  
Cindy Solonenko  
Katherine Springfield  
Gail Starr  
Shawn Stoneham  
Donna Strachan  
Phyllis Strelloff  
Lurene Turgeon  
Erin Unchulenko  
Christine Virostek  
Donna Vranai  
Jessie Wade  
Karrie Wasylnyuk  
Betty Waugh  
Susan Weinheimer  
Andrea Werrell  
Paul Werrell  
Jill Whiting  
Carol Wiens  
Wendy Wilson  
Cynthia Wolkowski  
Gerry Yacishyn  
Cathy Yaworski  
Bob Yurkowski  
Carolee Zorn

Receptionist  
Instructor, Office Education  
Instructor, Office Education  
Program Assistant  
Instructor, Adult Basic Education  
SCN/Casual Office Relief  
Instructor, Hairstylist  
Information Technology Support  
Career & Student Services Manager  
Transitions to Work Coordinator  
Trades, Industrial & Ag Manager  
Adult Basic Education Tutor  
Tutor/Instructor  
Program Assistant  
Janitor  
University Coordinator  
SCN/Clerical  
Instructor, Adult Basic Education  
Literacy Coordinator  
Instructor, Adult Basic Education  
Career & Student Services Counsellor  
Training Consultant  
Janitor  
Program Assistant  
Instructor, Power Engineering  
Instructor, Heavy Equipment Operator  
Marketing Manager  
Instructor, Power Engineering  
Instructor, Adult Basic Education  
Head Janitor  
Business, Health & Human Services Manager  
Career & Student Services Counsellor  
Technology/Programming Manager  
Instructor, Adult Basic Education  
Instructor, Adult Basic Education  
Instructor, Power Engineering  
Instructor, Office Education  
Instructor, Practical Nursing  
Accounting Clerk  
Instructor, Adult Basic Education  
Receptionist/SCN/Clerical  
Instructor, Heavy Equipment Operator  
Instructor, Business Year 1/Business Admin  
Instructor, Adult Basic Education  
Learning Specialist  
SCN Attendant  
Instructor, Hairstylist  
Instructor, Office Education/Tutor  
Career & Student Services Counsellor  
TEL/University Coordinator  
Instructor, Fire Services  
Tutor  
Instructor, Adult Basic Education  
Instructor, Adult Basic Education  
Accounting Technician  
Instructor, Business Year 1  
Instructor, Continuing Care Assistant & Early  
Childhood Education  
SCN/Clerical Casual Office Relief  
Receptionist  
Career & Student Services Counsellor  
Janitor  
Protective & Emergency Services Coordinator  
Program Assistant  
Facilitator  
Training Consultant  
Educational Assistant  
Instructor, Adult Basic Education  
Workforce Development Project Facilitator  
Instructor, Industrial Mechanics Apprenticeship  
Instructor, Practical Nursing

# **Financial Statements**

*Government of the Province of Saskatchewan  
Advanced Education, Employment and Immigration*

## ***Parkland College Financial Statements***

*For Year Ended  
June 30, 2010*

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# I. Statement of Responsibility



PARKLAND  
COLLEGE

YOUR Answer...

Melville Administration  
Box 790, 200 Block, 9<sup>th</sup> Avenue East  
Melville, SK, S0A 2P0  
Ph: (306) 728-4471 Fax: (306) 728-2576

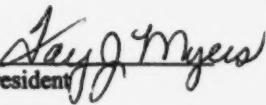
## Statement of Management Responsibility

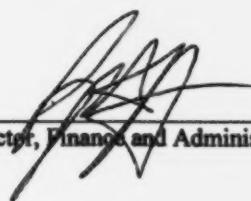
The financial statements have been prepared by management in accordance with Canadian generally accepted accounting principles and are in compliance with the provisions of legislation and related authorities. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. Financial statements are not precise because they include certain amounts based on estimates and judgements.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, the management has developed and maintains a system of internal control designed to provide reasonable assurance that College assets are safeguarded from loss and that the accounting records are a reliable basis for the preparation of financial statements.

The Board of Directors of the College is responsible for the review and approval of the financial statements, and ensures management fulfills its financial reporting responsibilities. The Board meets with management and, as required, with the external auditors to discuss the results of audit examinations and financial reporting matters. The external auditors have full access to the Board with and without the presence of management.

The financial statements have been audited by Skilnick Miller Moar Grodecki & Kreklewich, Chartered Accountants. The Auditors' Report outlines the scope of their examination and provides their opinion on the fairness of the presentation of the information in the financial statements.

  
President

  
Director, Finance and Administration

August 24, 2010

[www.parklandcollege.sk.ca](http://www.parklandcollege.sk.ca)  
Toll free 1.866.763.6766

Box 776, 418 Main Street  
Canora, SK, S0A 0L0  
Tel: 306.563.6606

Box 880, 501 Kennedy Drive  
Estherville, SK, S0A 0X0  
Tel: 306.745.2878

Box 398, 740 Sioux Avenue  
Fort Qu'Appelle, SK, S0G 1B0  
Tel: 306.332.5416

Box 790, 200 Block 9th Avenue East  
Melville, SK, S0A 2P0  
Tel: 306.728.4471

200 Crystal Way  
Yorkton, SK, S3N 4G4  
Tel: 306.763.6606

## **II. Auditor's Report**

***Skilnick Miller Moar Grodecki & Kreklewich***  
Chartered Accountants

**PARKLAND REGIONAL COLLEGE**

**AUDITORS' REPORT**

**2010.**

The Members of the Board  
Parkland Regional College  
MELVILLE, Saskatchewan

We have examined the statement of financial position of the Parkland Regional College as at June 30, 2010 and the statement of operations, statement of changes in net assets and statement of cash flows for the year then ended. The College is responsible for preparing these financial statements for Treasury Board's approval. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. These standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the College as at June 30, 2010 and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

*Melville, Saskatchewan*

**SKILNICK MILLER MOAR GRODECKI & KREKLEWICH**  
Chartered Accountants

Melville, Saskatchewan  
August 20, 2010

# III. Statement of Financial Position

## Statement 1

### Statement 1

Parkland Regional College  
Statement of Financial Position  
as at June 30, 2010

|                                                    | 2010                |                     |                     | 2009                |       |
|----------------------------------------------------|---------------------|---------------------|---------------------|---------------------|-------|
|                                                    | Operating Fund      | Capital Fund        | Total               | Total               | Total |
| <b>Assets</b>                                      |                     |                     |                     |                     |       |
| <b>Current Assets</b>                              |                     |                     |                     |                     |       |
| Cash                                               | \$ 672,933          | \$ 16,979           | \$ 689,912          | \$ 893,759          |       |
| Accounts receivable (Notes 2 & 3)                  | 800,738             |                     | 800,738             | 691,348             |       |
| Prepaid expenses                                   | 36,279              | -                   | 36,279              | 65,453              |       |
| Short-term investments (Note 5)                    | 11                  | -                   | 11                  | 239,354             |       |
|                                                    | <u>1,509,961</u>    | <u>16,979</u>       | <u>1,526,940</u>    | <u>1,890,914</u>    |       |
| <b>Non-current Assets</b>                          |                     |                     |                     |                     |       |
| Long-term investments (Note 5)                     | 493,529             | -                   | 493,529             | 248,459             |       |
| Investment in 580673 Saskatchewan Ltd (Note 2 & 6) | 175,000             | -                   | 175,000             | 175,000             |       |
| Capital assets (Notes 2 & 4)                       | -                   | 4,412,401           | 4,412,401           | 4,566,163           |       |
|                                                    | <u>\$ 2,178,490</u> | <u>\$ 4,429,380</u> | <u>\$ 6,607,870</u> | <u>\$ 6,880,536</u> |       |
| <b>Liabilities</b>                                 |                     |                     |                     |                     |       |
| <b>Current Liabilities</b>                         |                     |                     |                     |                     |       |
| Accrued salaries and benefits                      | \$ 353,049          | \$ -                | \$ 353,049          | \$ 250,930          |       |
| Accounts payable and accrued liabilities           | 251,361             | -                   | 251,361             | 472,387             |       |
| Unearned revenue (Notes 2 & 7)                     | 516,603             | -                   | 516,603             | 518,671             |       |
|                                                    | <u>1,121,013</u>    | <u>-</u>            | <u>1,121,013</u>    | <u>1,241,988</u>    |       |
| <b>Net Assets</b>                                  |                     |                     |                     |                     |       |
| Invested in capital assets                         | -                   | 4,412,401           | 4,412,401           | 4,566,163           |       |
| Externally restricted (Note 8)                     | -                   | 16,979              | 16,979              | 16,287              |       |
| Internally restricted (Note 9)                     | 762,068             | -                   | 762,068             | 775,116             |       |
| Unrestricted                                       | 295,408             | -                   | 295,408             | 280,982             |       |
|                                                    | <u>1,057,477</u>    | <u>4,429,380</u>    | <u>5,486,857</u>    | <u>5,638,548</u>    |       |
|                                                    | <u>\$ 2,178,490</u> | <u>\$ 4,429,380</u> | <u>\$ 6,607,870</u> | <u>\$ 6,880,536</u> |       |

See accompanying notes to the financial statements

APPROVED BY THE BOARD

# IV. Statement of Operations

## Statement 2

### Statement 2

Parkland Regional College  
Statement of Operations  
for the year ended June 30, 2010

|                                                | Operating Fund             |                          | Capital Fund             |                            | Totals                     |                            |                            |
|------------------------------------------------|----------------------------|--------------------------|--------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
|                                                | Budget<br>(Note 10)        | 2010                     | 2009                     | 2010                       | 2009                       | 2010                       | 2009                       |
| <b>Revenues (Schedule 1)</b>                   |                            |                          |                          |                            |                            |                            |                            |
| Advanced Education, Employment and Immigration | \$ 6,210,689               | \$ 6,446,164             | \$ 6,032,085             | \$ 100,760                 | \$ 25,000                  | \$ 6,546,924               | \$ 6,057,085               |
| Federal Government                             | 153,485                    | 27,467                   | 22,196                   | -                          | -                          | 27,467                     | 22,196                     |
| Other revenue                                  | <u>3,578,650</u>           | <u>3,373,347</u>         | <u>3,421,446</u>         | <u>59,000</u>              | <u>-</u>                   | <u>3,432,347</u>           | <u>3,421,446</u>           |
|                                                | <u><b>9,942,824</b></u>    | <u><b>9,846,978</b></u>  | <u><b>9,475,727</b></u>  | <u><b>159,760</b></u>      | <u><b>25,000</b></u>       | <u><b>10,006,738</b></u>   | <u><b>9,500,727</b></u>    |
| <b>Expenses (Schedule 2)</b>                   |                            |                          |                          |                            |                            |                            |                            |
| Agency contracts                               | 1,358,185                  | 1,161,192                | 1,307,924                | -                          | -                          | 1,161,192                  | 1,307,824                  |
| Amortization                                   | -                          | -                        | -                        | 437,024                    | 431,835                    | 437,024                    | 431,835                    |
| Equipment                                      | 225,838                    | 143,264                  | 202,805                  | -                          | -                          | 143,264                    | 202,805                    |
| Facilities                                     | 406,270                    | 356,382                  | 395,822                  | -                          | -                          | 356,382                    | 395,822                    |
| Information technology                         | 35,000                     | 42,856                   | 35,129                   | -                          | -                          | 42,856                     | 35,129                     |
| Operating (Schedule 3)                         | 1,331,923                  | 1,341,215                | 1,311,420                | -                          | -                          | 1,341,215                  | 1,311,420                  |
| Personal services                              | <u>6,810,260</u>           | <u>6,676,496</u>         | <u>6,028,055</u>         | <u>-</u>                   | <u>-</u>                   | <u>6,676,496</u>           | <u>6,028,055</u>           |
|                                                | <u><b>10,167,476</b></u>   | <u><b>9,721,405</b></u>  | <u><b>9,281,055</b></u>  | <u><b>437,024</b></u>      | <u><b>431,835</b></u>      | <u><b>10,158,429</b></u>   | <u><b>9,712,890</b></u>    |
| Excess (deficiency) of revenues over expenses  | <u><b>\$ (224,652)</b></u> | <u><b>\$ 125,573</b></u> | <u><b>\$ 194,672</b></u> | <u><b>\$ (277,264)</b></u> | <u><b>\$ (406,835)</b></u> | <u><b>\$ (151,691)</b></u> | <u><b>\$ (212,163)</b></u> |

See accompanying notes to the financial statements.

## **V. Statement of Changes in Net Assets**

### **Statement 3**

**Parkland Regional College**  
**Statement of Changes in Net Assets**  
**for the year ended June 30, 2010**

### Section 3

See accompanying notes to the financial statements.

# VI. Statement of Cash Flows

Statement 4

Statement 4

Parkland Regional College  
Statement of Cash Flows  
for the year ended June 30, 2010

|                                                        | 2010              | 2009              |
|--------------------------------------------------------|-------------------|-------------------|
| <b>Cash flows from (used in) operating activities</b>  |                   |                   |
| Deficiency of revenues over expenses                   | \$ (151,691)      | \$ (212,163)      |
| Amortization of capital assets                         | 437,024           | 431,835           |
|                                                        | <u>285,333</u>    | <u>219,672</u>    |
| <b>Change in non-cash working capital</b>              |                   |                   |
| (Increase) in accounts receivable                      | (109,390)         | (184,887)         |
| Decrease in prepaid expenses                           | 30,174            | (19,650)          |
| Increase in accrued salaries and benefits              | 102,119           | 60,946            |
| (Decrease) in accounts payable and accrued liabilities | (221,026)         | 102,000           |
| (Decrease) in unearned revenue                         | (2,068)           | 56,868            |
|                                                        | <u>85,142</u>     | <u>234,949</u>    |
| <b>Cash flows from (used in) investing activities</b>  |                   |                   |
| Purchase of investments                                | (488,286)         | (427,272)         |
| Proceeds from sale of investments                      | 482,559           | 237,961           |
| Purchase of capital assets                             | (283,262)         | (126,555)         |
|                                                        | <u>(288,989)</u>  | <u>(315,865)</u>  |
| <b>(Decrease) increase in cash</b>                     | <b>(203,847)</b>  | <b>(80,916)</b>   |
| <b>Cash, beginning of year</b>                         | <b>893,759</b>    | <b>974,675</b>    |
| <b>Cash, end of year</b>                               | <b>\$ 689,912</b> | <b>\$ 893,759</b> |

# VII. Notes to Financial Statements

## PARKLAND REGIONAL COLLEGE

### Notes to Financial Statements

for the year ended June 30, 2010.

#### 1. PURPOSE AND AUTHORITY

The Parkland Regional College offers educational services and programs under the authority of Section 14 of *The Regional Colleges Act*.

The Board of the Parkland Regional College is responsible for administering and managing the educational affairs of the College in accordance with the intent of *The Regional Colleges Act* and its regulations.

The College's objectives are to promote the social, economic and cultural development of the Parkland region of Saskatchewan by facilitating learning options and participating in community groups.

The College is exempt from the payment of income tax.

#### 2. SIGNIFICANT ACCOUNTING POLICIES

Pursuant to standards established by the Public Sector Accounting Board, the College is classified as a government not-for-profit organization. These financial statements have been prepared in accordance with Canadian generally accepted accounting principles applicable to not-for-profit entities and include the following significant policies:

##### a) Fund Accounting

The accounts of the College are maintained in accordance with the principles of fund accounting. For accounting and reporting purposes, resources are classified into funds in accordance with specified activities or objectives:

###### (i) Operating Fund

The operating fund accounts for the College's program delivery service and administrative activities.

###### (ii) Capital Fund

The capital fund reflects the net book value of all capital assets of the College after taking into consideration any associated long term debt. The capital fund also includes contributions, interest and donations designated for capital purposes by the contributor. Also included in the capital fund are the appropriations for future capital expenditures.

##### b) Revenue Recognition

The College follows the restricted fund method of accounting for grants. Restricted contributions to general operations are recognized as revenue of the operating fund in the year the related expenses are incurred. Contributions restricted for capital assets are recognized as revenue of the capital fund in the year they are received or receivable.

Unrestricted operating grants are recognized as revenue of the operating fund when received or receivable. Tuition and fee revenue is recognized as the course instruction is delivered. Revenue from contractual services is recognized as the service is delivered.

##### c) Capital Assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution. Capital assets are amortized on a straight-line basis over their estimated useful lives, and are reported as an expense in the capital fund as follows:

|                              |            |
|------------------------------|------------|
| Leasehold improvements       | 5% to 20%  |
| Buildings                    | 5%         |
| Office furnishings/equipment | 10% to 20% |
| Computer hardware            | 33%        |
| Vehicles                     | 20%        |

# Notes to Financial Statements

PARKLAND REGIONAL COLLEGE  
Notes to Financial Statements  
for the year ended June 30, 2010.

2. SIGNIFICANT ACCOUNTING POLICIES ... Continued

d) Use of Estimates

These statements are prepared in accordance with Canadian generally accepted accounting principles. These principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates. Differences are reflected in current operations when identified.

e) Financial Instruments

The College's financial instruments and their classification are as follows:

| Financial Instrument                     | Classification        |
|------------------------------------------|-----------------------|
| Cash                                     | Held for trading      |
| Accounts receivable                      | Loans and receivables |
| Short-term investments                   | Held for trading      |
| Accrued salaries and benefits            | Other liabilities     |
| Accounts payable and accrued liabilities | Other liabilities     |
| Long-term investments                    | Held to maturity      |

Held for trading financial assets and liabilities are measured at fair value. Changes in the fair value are recognized in the Statement of Operations and Changes in Net Assets. For long-term investments, fair value is determined as cost plus accrued income, which approximates fair value. Loans and receivables and other financial liabilities are measured at amortized cost. Due to their short term nature, the amortized cost of these instruments approximates their fair value.

This change in accounting policy did not have a significant impact on the College's financial statements at the time of adoption.

f) Investments

The investment in shares of 580673 Saskatchewan Ltd. is recorded using the equity method. The equity method is a basis of accounting for an investment whereby the investment is initially recorded at cost and the carrying value is adjusted thereafter to include the post acquisition earnings of the investee. Profit distribution from the investee reduces the carrying value of the investment.

3. ACCOUNTS RECEIVABLE

Accounts receivable are composed of the following:

|                                                | 2010              | 2009              |
|------------------------------------------------|-------------------|-------------------|
| Advanced Education, Employment and Immigration | \$ 325,557        | \$ 401,429        |
| Federal Government                             | 32,659            | 34,425            |
| Other                                          | 442,522           | 255,494           |
|                                                | <b>\$ 800,738</b> | <b>\$ 691,348</b> |

# Notes to Financial Statements

PARKLAND REGIONAL COLLEGE  
 Notes to Financial Statements  
 for the year ended June 30, 2010.

## 4. CAPITAL ASSETS

|                              | <u>COST</u>        | <u>ACCUMULATED AMORTIZATION</u> | <u>2010 NET BOOK VALUE</u> | <u>2009 NET BOOK VALUE</u> |
|------------------------------|--------------------|---------------------------------|----------------------------|----------------------------|
| Land                         | \$ 14,000          | \$ Nil                          | \$ 14,000                  | \$ 14,000                  |
| Leasehold improvements       | 175,076            | 163,636                         | 11,442                     | 13,861                     |
| Buildings                    | 6,841,821          | 2,459,229                       | 4,182,592                  | 4,337,942                  |
| Office furnishings/equipment | 506,145            | 396,478                         | 109,067                    | 110,867                    |
| Computer hardware            | 1,194,028          | 1,117,884                       | 76,144                     | 64,751                     |
| Vehicles                     | 30,927             | 12,371                          | 18,556                     | 24,742                     |
|                              | <b>\$2,561,999</b> | <b>\$4,149,590</b>              | <b>\$4,412,401</b>         | <b>\$4,505,163</b>         |

## 5. INVESTMENTS

The College has invested \$493,535 (2009 - \$487,808) in provincial government bonds. These bonds mature in the years 2011 to 2012 and have an effective yield of 1.35 to 1.96%. The current market value of the bonds is \$493,535 (2009 - \$483,905). It is the intention of the Board to hold these bonds to maturity, therefore fluctuating market prices have not been reflected in the financial statements. The College has invested \$5 (2009 - \$5) in a Credit Union membership.

## 6. INVESTMENT IN 580873 SASKATCHEWAN LTD.

The College has invested \$175,000 to purchase all of the shares of 580873 Saskatchewan Ltd., operating as Western Trade Training Institute (WTTI). WTTI has a protocol agreement with Saskatchewan Apprenticeship to apprentice and upgrade training for crane and hoist operator trades and sub trades.

The most recent financial information available for WTTI is at July 31, 2010. This financial information has not been audited. The financial information is as follows:

|                        |         |
|------------------------|---------|
| • Total assets         | 328,479 |
| • Total liabilities    | 21,035  |
| • Shareholders' equity | 307,413 |
| • Revenue              | 318,024 |
| • Expenses             | 185,723 |
| • Net income           | 132,301 |
| • Operating cash flows | 3,123   |
| • Investing cash flows | Nil     |
| • Financing cash flows | Nil     |

## 7. UNEARNED REVENUE

Unearned revenue consists of transfers received to carry out specific activities in excess of the expenses incurred on those activities at the end of the fiscal year as follows:

|                                                | <u>2010</u>       | <u>2009</u>       |
|------------------------------------------------|-------------------|-------------------|
| Advanced Education, Employment and Immigration | \$ 409,447        | \$ 451,836        |
| Student tuitions                               | 71,010            | 29,585            |
| Other                                          | 38,146            | 37,250            |
|                                                | <b>\$ 518,603</b> | <b>\$ 518,671</b> |

# Notes to Financial Statements

**PARKLAND REGIONAL COLLEGE**  
Notes to Financial Statements  
for the year ended June 30, 2010.

**8. EXTERNAL RESTRICTION ON NET ASSETS**

Advanced Education, Employment and Immigration has funded \$16,979 (2009 - \$16,287) designated capital contributions to be used for future capital expenditures as per Statement 3. These externally restricted amounts are not available for other purposes without approval of Advanced Education, Employment and Immigration.

**9. INTERNAL RESTRICTION ON NET ASSETS**

The Board of Directors of Parkland Regional College have placed internal restrictions on \$762,068 (2009 - \$775,116) of net assets to be used for purposes as indicated in Statement 3.

**10. BUDGET AMOUNTS**

The budget amounts on these financial statements were prepared by Regional College Management and approved by the Board on June 26, 2009. The Minister approved the budget on August 27, 2009.

**11. RELATED PARTY TRANSACTIONS**

These financial statements include transactions with related parties. The College is related to all Saskatchewan Crown Agencies such as ministries, corporations, boards and commissions under the common control of the Government of Saskatchewan. Also, the College is related to non-Crown enterprises that the Government jointly controls or significantly influences.

Routine operating transactions with related parties are recorded at the rates charged by those organizations and are settled on normal trade terms.

|                                  | <b>2010</b> | <b>2009</b> |
|----------------------------------|-------------|-------------|
| SaskTel                          | \$64,629    | \$66,556    |
| SaskPower and SaskEnergy         | 14,381      | 22,800      |
| Saskatchewan Government Services | 87,456      | 53,346      |

In addition, the College pays Provincial Sales Tax to the Ministry of Finance on all taxable purchases. Taxes paid are recorded as part of the cost of those purchases.

The College brokers course programs from Saskatchewan Institute of Applied Science and Technology. The amount incurred during the year amounted to \$360,171 (2009 - \$372,362).

The College brokers course programs from the University of Saskatchewan. The amount incurred during the year amounted to \$138,090 (2009 - \$112,188).

The College brokers course programs from the University of Regina. The amount incurred during the year amounted to \$92,783 (2009 - \$171,070).

**12. FINANCIAL INSTRUMENTS**

The College is exposed to credit risk from the potential non-payment of accounts receivable. The majority of the College's receivables are from the Provincial and Federal government, therefore, credit risk is minimal.

# Notes to Financial Statements

PARKLAND REGIONAL COLLEGE  
Notes to Financial Statements  
for the year ended June 30, 2010.

## 13. EMPLOYEE FUTURE BENEFITS

Employees of the College participate in one of three pension plans. Teachers and other employees requiring a teaching certificate participate in a defined benefit plan, the Teachers' Superannuation Fund (TSF) or Saskatchewan Teachers Retirement Plan (STRP). No matching contribution is made by the College nor does it have a financial obligation to the TSF or STRP. All other employees participate through the Municipal Employees' Pension Plan (MEPP) which is a multi-employer defined benefit plan. The last actuarial valuation of the MEPP indicated there was a surplus in the plan. The College's financial obligation to the MEPP is limited to making required payments to match amounts contributed by employees for current services. Pension expense for the year amounted to \$251,649 (2009 - \$174,440).

## 14. COMMITMENTS

### a) Good Spirit School Division

Upon relocation to the new College facility at the Yorkton Regional High School in August, 2003, the College has negotiated a 10 year operating agreement with the Good Spirit School Division. The agreement specifies the cost-sharing of utility, insurance and maintenance costs, based on square footage occupied by the College. The agreement, effective September 1, 2003, is reviewed annually, and adjusted for increases / decreases in costs, square footage, and services provided.

### b) Open Door Technology Inc.

Annual maintenance on Navision Software at approximately \$2,311 including taxes.

## 15. LINE OF CREDIT AGREEMENT

The College is currently utilizing NII (2009 - NII) of an established line of credit up to \$200,000 with the Royal Bank of Canada, Melville, Saskatchewan. Security for advances under the agreement consists of an assignment of grant proceeds due from Advanced Education, Employment and Immigration.

## 16. LEASE AGREEMENTS

The College is obligated under the following lease agreements.

### a) Instructional Facilities

- Treaty # Four Governance Centre, Fort Qu'Appelle, Saskatchewan, under a year to year agreement. The agreement covers use of the facility and grounds with annual rental of \$50,512. The agreement contains an option to renew at the end of the initial lease term.

### b) Offices

- Administration office and classrooms located in the Melville Comprehensive School, Melville, Saskatchewan, under a ten year lease which expires August 31, 2017. Terms of the lease require Parkland Regional College to pay for its proportional share of the operating costs of the building.

- Branch office and classrooms, Canora, Saskatchewan, located in the Canora Town Office under a one year lease agreement which expires June 30, 2011. Terms of the lease provide for annual payment of \$12,900 plus applicable taxes.

# Notes to Financial Statements

## PARKLAND REGIONAL COLLEGE

Notes to Financial Statements  
for the year ended June 30, 2010.

### 16. LEASE AGREEMENTS ... Continued

- Branch office, and two classrooms, Kamsack, Saskatchewan, located in the Crowdland Centre, under lease agreement that expires June 30, 2011. Terms of the lease provide for monthly rental of \$1,051 plus applicable taxes.

- Branch office space, Yorkton, Saskatchewan, located at 32 Smith Street, under a 5 year lease agreement that expires Sept 30, 2013. Terms of the lease provide for annual payment of \$49,860 plus applicable taxes.

#### c) Equipment

- Toshiba Business Solutions Covering 8 photocopiers at various locations until November 29, 2012. Terms of the lease call for annual rental payments of \$27,679 plus taxes.

### 17. CONTINGENCIES

A union representing employees of an employer unrelated to the College has applied by Notice of Motion for an order quashing purported decisions of the Municipal Employees Pension Plan, relating to the application of actuarial surplus in the fund, as well as other relief. Several participating employers, including the College have been named. It is not possible to estimate the potential effect of the claim at this stage of the proceedings.

# VIII. Schedule 1 of Operating Fund Revenues - by Function

Schedule 1

Parkland Regional College  
Schedule of Operating Fund Revenues by Function  
for the year ended June 30, 2010

|                                                      | 2010                  |                   |                   |                   |                   |                 |                   |                     | 2010              | Budget<br>(Note 10) | 2009              |  |  |  |
|------------------------------------------------------|-----------------------|-------------------|-------------------|-------------------|-------------------|-----------------|-------------------|---------------------|-------------------|---------------------|-------------------|--|--|--|
|                                                      | General               |                   | Skills Training   |                   | Basic Education   |                 | University        |                     |                   |                     |                   |  |  |  |
|                                                      | Credit                | Non-credit        | Credit            | Non-credit        | Credit            | Courses         |                   |                     |                   |                     |                   |  |  |  |
| <b>Provincial Government</b>                         |                       |                   |                   |                   |                   |                 |                   |                     |                   |                     |                   |  |  |  |
| Advanced Education, Employment and Immigration       |                       |                   |                   |                   |                   |                 |                   |                     |                   |                     |                   |  |  |  |
| Operating grant                                      | \$ 2,887,274          | \$ 60,480         | \$ -              | \$ 47,206         | \$ -              | \$ -            | \$ 169,136        | \$ -                | \$ 2,884,086      | \$ 3,444,742        | \$ 2,826,300      |  |  |  |
| Program payments                                     | -                     | 1,262,094         | -                 | 707,680           | 37,600            | -               | 110,120           | 118,502             | 2,296,906         | 1,822,086           | 1,976,135         |  |  |  |
| Other                                                | 17,780                | 281,837           | 26,480            | 442,043           | 328,800           | -               | -                 | -                   | 1,080,026         | 783,020             | 806,246           |  |  |  |
|                                                      | 2,885,094             | 1,824,511         | 26,480            | 1,198,941         | 367,306           | -               | 289,256           | 118,502             | 8,208,030         | 6,081,161           | 5,207,084         |  |  |  |
| <b>Other Provincial</b>                              |                       |                   |                   |                   |                   |                 |                   |                     |                   |                     |                   |  |  |  |
|                                                      | 117,544               | 95,350            | -                 | -                 | -                 | 25,240          | -                 | -                   | 238,134           | 159,528             | 124,400           |  |  |  |
|                                                      | 2,722,988             | 1,719,861         | 26,480            | 1,198,941         | 367,306           | 25,240          | 289,256           | 118,502             | 6,446,184         | 8,210,988           | 6,032,084         |  |  |  |
| <b>Federal Government</b>                            |                       |                   |                   |                   |                   |                 |                   |                     |                   |                     |                   |  |  |  |
| Projects                                             | -                     | -                 | -                 | -                 | 27,487            | -               | -                 | -                   | 27,487            | 153,485             | 22,186            |  |  |  |
| <b>Other Revenue</b>                                 |                       |                   |                   |                   |                   |                 |                   |                     |                   |                     |                   |  |  |  |
| Contracts                                            | 57,187                | 370,824           | 411,915           | 480,746           | 28,900            | -               | 18,000            | 15,003              | 1,402,235         | 778,825             | 953,825           |  |  |  |
| Interest                                             | 21,017                | -                 | -                 | -                 | -                 | -               | -                 | -                   | 21,017            | 37,500              | 44,829            |  |  |  |
| Rents                                                | 5,072                 | 79                | 45                | -                 | -                 | 260             | -                 | -                   | 5,458             | 38,000              | 12,981            |  |  |  |
| Resale items                                         | 5,032                 | 172,006           | 12,880            | -                 | 2,685             | 3,548           | -                 | -                   | 186,141           | 234,275             | 228,233           |  |  |  |
| Tuition                                              | 7,240                 | 983,249           | 277,382           | 48,885            | 8,220             | 188,354         | 18,885            | 1,000               | 1,528,005         | 2,223,153           | 1,948,308         |  |  |  |
| Other                                                | 98,086                | 27,467            | 3,192             | 36,110            | 24,802            | 441             | 71,086            | -                   | 219,463           | 284,897             | 223,396           |  |  |  |
|                                                      | 181,643               | 1,583,625         | 708,454           | 584,711           | 65,317            | 188,003         | 108,381           | 18,003              | 3,373,347         | 3,578,880           | 3,421,447         |  |  |  |
| <b>Total revenue</b>                                 | <b>2,874,211</b>      | <b>3,273,486</b>  | <b>731,884</b>    | <b>1,761,882</b>  | <b>460,080</b>    | <b>214,843</b>  | <b>375,837</b>    | <b>136,186</b>      | <b>9,048,978</b>  | <b>9,942,024</b>    | <b>9,478,727</b>  |  |  |  |
| <b>Total expenses (Schedule 2)</b>                   | <b>4,140,630</b>      | <b>2,436,613</b>  | <b>591,383</b>    | <b>1,424,267</b>  | <b>304,182</b>    | <b>205,015</b>  | <b>207,932</b>    | <b>409,433</b>      | <b>9,721,405</b>  | <b>10,167,475</b>   | <b>9,281,085</b>  |  |  |  |
| <b>Excess (deficiency) of revenues over expenses</b> | <b>\$ (1,266,419)</b> | <b>\$ 834,873</b> | <b>\$ 140,511</b> | <b>\$ 357,385</b> | <b>\$ 165,928</b> | <b>\$ 9,828</b> | <b>\$ 167,715</b> | <b>\$ (274,288)</b> | <b>\$ 125,573</b> | <b>\$ (234,851)</b> | <b>\$ 194,672</b> |  |  |  |

See accompanying notes to the financial statements.

# IX. Schedule 2 of Operating Fund Expenses - by Function

Schedule 2

Parkland Regional College  
Schedule of Operating Fund Expenses by Function  
for the year ended June 30, 2010

|                        | 2010                |                     |                   |                     |                     |                   |                    |                   | 2010                | Budget<br>(Note 10)  | 2009                |  |
|------------------------|---------------------|---------------------|-------------------|---------------------|---------------------|-------------------|--------------------|-------------------|---------------------|----------------------|---------------------|--|
|                        | General             |                     | Skills Training   |                     | Basic Education     |                   | University         |                   | Services            |                      |                     |  |
|                        | Credit              | Non-credit          | Credit            | Non-credit          | Credit              | -                 | Learner<br>Support | Counsel           | Total               | Total                | Total               |  |
| Agency contracts       | \$ -                | \$ 579,869          | \$ 416,189        | \$ 795              | \$ 13,302           | \$ 152,057        | \$ -               | \$ -              | \$ 1,161,192        | \$ 1,358,185         | \$ 1,307,824        |  |
| Equipment              | 111,118             | 26,648              | -                 | 1,339               | -                   | -                 | -                  | 4,159             | 143,264             | 225,838              | 202,808             |  |
| Facilities             | 300,637             | 30,658              | 8,428             | 2,925               | 3,181               | 4,707             | -                  | 5,806             | 356,382             | 408,270              | 366,822             |  |
| Information technology | 38,363              | -                   | -                 | 4,463               | -                   | -                 | -                  | -                 | 42,826              | 35,000               | 35,129              |  |
| Operating (Schedule 3) | 568,291             | 487,384             | 70,974            | 75,342              | 82,295              | 12,011            | 9,389              | 25,529            | 1,341,215           | 1,331,923            | 1,311,419           |  |
| Personal services      | 3,102,191           | 1,305,054           | 95,812            | 1,356,363           | 225,404             | 36,240            | 196,533            | 373,880           | 6,578,496           | 6,810,260            | 6,020,054           |  |
|                        | <b>\$ 4,140,630</b> | <b>\$ 2,438,613</b> | <b>\$ 591,383</b> | <b>\$ 1,424,257</b> | <b>\$ 304,162</b>   | <b>\$ 206,015</b> | <b>\$ 207,922</b>  | <b>\$ 408,423</b> | <b>\$ 9,721,405</b> | <b>\$ 10,187,475</b> | <b>\$ 9,281,065</b> |  |
|                        |                     | <b>\$ 3,029,986</b> |                   |                     | <b>\$ 1,728,419</b> |                   |                    |                   | <b>\$ 617,345</b>   |                      |                     |  |

See accompanying notes to the financial statements.

# X. Schedule 3 of Operating Expenses

## Schedule 3

Parkland Regional College  
Schedule of Operating Expenses  
for the year ended June 30, 2010

|                              | 2010                      | Budget                    | 2009                      |
|------------------------------|---------------------------|---------------------------|---------------------------|
|                              | Total                     | (Note 10)                 | Total                     |
| Advertising                  | \$ 131,808                | \$ 115,825                | \$ 128,805                |
| Association fees and dues    | 17,962                    | 16,550                    | 16,590                    |
| Bad debts                    | 8,549                     | 3,000                     | 165                       |
| Financial services           | 22,905                    | 17,000                    | 18,254                    |
| In-service                   | 51,109                    | 105,984                   | 37,719                    |
| Insurance                    | 31,745                    | 22,500                    | 27,936                    |
| Materials and supplies       | 431,606                   | 279,550                   | 430,518                   |
| Postage, freight and courier | 26,263                    | 17,785                    | 22,028                    |
| Printing and copying         | 21,340                    | 23,075                    | 21,627                    |
| Professional services        | 123,126                   | 236,829                   | 123,661                   |
| Resale items                 | 205,525                   | 190,410                   | 192,657                   |
| Subscriptions                | 1,532                     | 9,200                     | 1,007                     |
| Telephone and fax            | 62,148                    | 61,240                    | 63,885                    |
| Travel                       | 205,598                   | 232,975                   | 226,566                   |
|                              | <hr/> <u>\$ 1,341,216</u> | <hr/> <u>\$ 1,331,923</u> | <hr/> <u>\$ 1,311,418</u> |

# Glossary of Terms

**ACCC:** Association of Canadian Community Colleges

**AEEL&I:** Ministry of Advanced Education, Employment & Immigration

**ASRC:** Association of Saskatchewan Regional Colleges

**Casual Student:** A participant taking courses, within a program group, that collective total is less than 30 hours. (Applies to Skills Training only.)

**CEO:** Chief Executive Officer

**Completer:** Any participant who has successfully completed course requirements or remained to the end of the program.

**Distinct Student:** An individual participating, over an identified period of time, in one or more program groups offered by the College.

**EAPD:** Employability Assistance for People with Disabilities.

**EAL:** English as an Additional Language

**FASD:** Fetal Alcohol Spectrum Disorder

**FLE:** Full Load Equivalent. The total participant hours divided by the accepted full load equivalent factor for a program group.

**FTE:** Full Time Equivalent

**Full-Time Student:** Total number of students who are taking courses (within the program group) that collectively require a minimum average of 18 hours of scheduled class time per week for a program session with a minimum duration period of 12 weeks (both conditions need to be true). There are two exceptions:

(a) **Apprenticeship and Trade:** 240 hours (a complete level depending on the trade) is required; and

(b) **University courses:** 234 hours (6 courses at 39 hours) of scheduled class time for the academic year.

**GED:** General Educational Development

**Graduates:** Any participant who successfully completed all course requirements resulting in achievement of certification by a recognized credit granting institution.

**LCD:** Liquid Crystal Display

**LINC:** Language Instruction for Newcomers to Canada

**OCSM:** One Client Service Model (Student Information System database)

**Opportunities:** One enrollment in any course or program.

**Participant Hours:** The total time (in hours) that a student is actively involved in a program (courses) session.

**Part-time Student:** The number of students who are taking courses (within a program group) that collectively require less than an average of 18 hours of scheduled class time per week for a minimum duration period of less than 12 weeks but equal to or more than 30 hours in total. **Exceptions:** University courses less than 234 hours and Apprentice and Trade less than 240 hours of scheduled class time for academic year.

**Program Delivery Centre:** An established entity (campus, learning centre, office) that coordinates the delivery of programs and courses of a defined geographic area within the College region.

**Program Group:** A combination of SIS 'Program Area', Program Type or Program Category identified for the specific purpose of reporting student enrollments. Program Groups for reporting to the Ministry of Advanced Education, Employment & Immigration are:

Skills Training - Institute Credit (SIAST)

Skills Training - Institute Credit (Other Suppliers)

Skills Training - Apprenticeship & Trade

Skills Training - Industry Credit

Skills Training - Non-Credit (includes Industry Non-Credit, Community/Individual Non-Credit, and Personal Interest Non-Credit)

Adult Basic Education - Credit Adult 12

Adult Basic Education - Credit Adult 10

Adult Basic Education - Credit Academic GED

Adult Basic Education - Non-Credit Employability/Life Skills

Adult Basic Education - Non-Credit English Language Training

Adult Basic Education - Non-Credit General Academic Studies

Adult Basic Education - Non-Credit Literacy

University

**PTA:** Provincial Training Allowance

**RPL:** Recognition of Prior Learning

**SCN:** Saskatchewan Communications Network

**SGEU:** Saskatchewan Government and General Employees Union.

**SIAST:** Saskatchewan Institute of Applied Science and Technology

**SIIT:** Saskatchewan Indian Institute of Technologies

**STEC:** Saskatchewan Tourism Education Council

**Student Enrollment:** Student(s) enrolled in program(s) or course(s) that are part of a specific **Program Group**.